

# Groundskeeper

FLSA Status: *Non-Exempt*

## General Definition of Work

Performs semiskilled work operating mowing and landscaping equipment and related work as apparent or assigned. Work is performed under the supervision of the Maintenance Director.

## Qualification Requirements

*To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.*

## Essential Functions

Operates a variety of mowing, weed trimming and other landscaping equipment

Performs various other grounds maintenance tasks, such as edging grass and landscaped areas, cutting brush/tree limbs, picking up and disposing of tree limbs, trimming and pruning shrubs and hedges, planting flowers, applying and spreading mulch, fertilizer and other ground materials, spreading seed, raking and blowing leaves, picking up debris, etc.

Performs maintenance on assigned equipment

Oversees jail trustees assigned to assist with grounds keeping

Performs duties of building custodian as needed and assigned

Other duties as assigned by Supervisor.

## Knowledge, Skills and Abilities

General knowledge of the safe use, operation and preventive maintenance of the equipment to which assigned; skill in the use of equipment to which assigned; ability to understand and follow specific oral instruction; ability to perform manual labor for extended periods, often under unfavorable weather conditions; ability to lift heavy articles; ability to establish and maintain effective working relationships with associates.

## Education and Experience

High school diploma or GED and moderate experience with the equipment which will be assigned or equivalent combination of education and experience.

## Physical Requirements

This work requires the regular exertion of up to 10 pounds of force, frequent exertion of up to 25 pounds of force and occasional exertion of up to 50 pounds of force; work regularly requires standing, walking, sitting, hearing, reaching with hands and arms, pushing, pulling, and using hands to finger, handle or feel; frequently requires climbing or balancing, stooping, kneeling, crouching or crawling, and lifting and occasionally requires repetitive motions; work has standard vision, close vision, peripheral vision, depth perception and distance vision requirements and the ability to adjust focus, vocal communication is required for expressing or exchanging ideas by means of the spoken word and may require detailed or loud talking to convey detailed or important spoken instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels along with the ability to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts within arms' length, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work regularly requires exposure to outdoor weather conditions, vibration, working near moving mechanical parts and exposure to fumes or airborne particles; work is generally in a loud noise location (e.g. grounds maintenance, heavy traffic).

## Special Requirements

Valid driver's license in the Commonwealth of Virginia.

Last Revised: 03/08/2017