



Title: Groundskeeper

Reports To: Maintenance Supervisor

Classification: Non-exempt

Job Summary:

The Groundskeeper performs landscaping tasks using power equipment and hand tools to maintain the facility's grounds.

Supervisory Responsibilities:

- None.

Duties/ Responsibilities:

- Mows lawns, trims weeds, and rakes leaves as assigned.
- Picks up and removes trash prior to mowing a designated area.
- Empties trash and recycling containers.
- Trims bushes, shrubs, and hedges.
- Prepares soil and plants flowers, bushes, hedges, or shrubs.
- Plants trees and prunes them when necessary.
- Cuts and removes trees as needed.
- Applies fertilizer, pesticides, and herbicides as directed.
- Collaborate with maintenance team to make sure the grounds and the building are always properly cared for.
- Completes snow removal tasks such as shoveling sidewalks, steps, and doorways as needed during winter months.
- Operates snowblower or snowplow to clear roads, driveways, and parking lots.
- Performs routine maintenance on power equipment.
- Performs other related duties as assigned.

Required Skills/Abilities:

- Ability to operate various types of power equipment including lawnmowers, trimmers, hedge trimmers, leaf blowers, and other landscaping equipment.
- Ability to use hand tools required for landscaping.
- Ability to follow instructions and complete assignments.
- Extensive knowledge of landscaping techniques and processes.
- Excellent time management skills.
- Must possess a valid driver's license
- Must be able to maintain possession of a DOT Medical Card

Education and Experience:

- High school diploma or equivalent preferred.
- Must pass a background check.
- Must pass a motor vehicle records review initially as well as annually.
- Previous experience preferred.
- On-the-job training offered.

Physical Requirements:

- Prolonged periods walking, standing, bending, stretching, pushing, pulling, climbing ladders, or kneeling.
- Must be physically able to operate power equipment.
- Must be able to lift up to 50 pounds at a time.
- Must be able to work in a variety of weather conditions.
- Must be able to drive at night in case of emergencies or on-call requirements

Work Environment:

While performing the duties of this job, the employee is frequently exposed to fumes or airborne particles, moving mechanical parts and vibration. The noise level in the work environment and job sites can be loud.