



Job Description: Groundskeeper - Maintenance Worker

SALARY RANGE: \$16.00/hr. - \$22.00/hr. D.O.Q

FLSA: Nonexempt

SUMMARY OF POSITION

Helps to maintain the District's Water and Wastewater Treatment plants, Compost Facility, and remote sites. Maintaining the grounds to ensure they are clean, well-manicured, and aesthetically pleasing.

ORGANIZATIONAL RELATIONSHIPS

1. Reports to: Groundskeeper - Maintenance Supervisor
2. Directs: This is a non-supervisory position.
3. Other: Has contact with other District employees, customers, and with the general public.

DUTIES / RESPONSIBILITIES

- Read, understand, and complete work orders.
- Mows lawns, trims weeds, and rakes leaves as assigned.
- Picks up and removes trash prior to mowing a designated area.
- 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.
- Performs routine maintenance on power equipment (lubricate/oil changes).
- Diagnose and repair lawn equipment.
- Perform necessary irrigation repairs.
- Some cleaning, painting, and other miscellaneous Plant maintenance.
- Performs other related duties as assigned.

REQUIRED SKILLS / ABILITIES

- Ability to operate various types of power equipment including lawnmowers, tractors, 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.
- Establish and maintain effective working relationships with co-workers

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.

ACCEPTABLE EXPERIENCE AND TRAINING

1. **Minimum** of High school graduation, or its equivalent (GED)
2. One to three years of experience in Groundskeeping or maintenance is a plus.

Any equivalent combination of experience and training which provides the required knowledge, skills, and abilities may also be accepted.

CERTIFICATES AND LICENSES REQUIRED

Texas driver's license with good driving record.

Applicant Signature

Superintendent Signature

Date