

**Job Title: Maintenance - Groundskeeper**

**Pay Grade: Auxiliary - 2**

**Reports to: Supervisor**

**Revised: 2/2/2024**

**Dept./School: District Wide**

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**Primary Purpose:**

Shall accomplish various and numerous assigned task necessary for the appearance, maintenance and repair of improved grounds, security and overall upkeep of grounds at campuses and other AISD assigned areas.

**Qualifications:**

**Education/Certification:**

- High School Diploma/GED preferred.
- Clear and valid Texas driver license

**SPECIAL KNOWLEDGE/SKILLS:**

- Ability to understand detailed written or oral instructions.
- Ability to communicate effectively.
- Ability to operate power-driven equipment.
- Self-starter, high initiative
- Professional attitude at all times and present a helpful attitude to others.
- Grounds experience needed.

**Major Responsibilities and Duties:**

**Grounds Maintenance and Landscaping:**

- Mow and detail all district grounds, including athletic fields.
- Follow scheduled maintenance plan to care for lawns, trees, shrubs, and flowers by watering, pruning, fertilizing, mulching, caring for beds, and controlling weeds.
- Plant shrubs and vegetation
- Assist with the preparation of athletic fields for games, including chalking fields.
- Collect and dispose of leaves, dirt, rubbish, and refuse from district facilities.
- Assist with the inspection, repair, and installation of sprinkler systems.
- Operate tools and equipment according to prescribed safety procedures. Follow established safety procedures and techniques to perform job duties, including lifting and climbing.
- Correct unsafe conditions in work area and promptly report any conditions that are not immediately correctable to supervisor.
- Help keep vehicle, equipment, and tools in safe operating condition.
- Inspect and adjust tools and equipment for safety and efficiency and perform preventive maintenance as needed.
- Transport workers and equipment to work sites throughout the district.
- Maintain fenced enclosures on campuses and assigned areas.
- Assist in re-striping of parking lots and curbs using brush or motor driven painting equipment.
- Accomplish minor landscaping, tree trimming, stump removal, etc.

- Pick-up and delivery of supplies and materials pertinent to grounds maintenance and other craft areas
- Assist in other craft areas when necessary, in a spirit of teamwork and corporation
- Operate vehicles, tractor and motor-driven push and riding mowers.
- Perform all other duties as assigned by Grounds Lead Person and/or supervisor.
- Use care when working around existing gas, water and electric utility systems. Immediately report to your supervisor and the Maintenance Office any damage done to utility components.

**Miscellaneous:**

**Tools/Equipment Used:**

- Garden tools
- Small hand tools
- Power tools
- Heavy equipment including backhoe, tractor, grader; and power mower.
- Light truck or van

**Working Conditions:**

- Work with frequent interruptions
- Frequent standing, walking and sitting for prolonged periods of time.
- Assembling and moving ladders, scaffolding, trailers, compressors, etc.
- Lifting and carrying up to 75 pounds
- May be required to wear a respirator and pass appropriate pulmonary physical.
- Exposure to noise and communicable diseases
- Extreme cold/heat
- Exposure to wet and humid conditions
- Work in confined spaces
- Exposure to legal limits of pesticides and herbicides
- Exposure to odors and gases
- Tolerate exposure to grasses and other outside environments.

**Wage/Hour Status: Hourly**

**Pay Grade: Auxiliary - 2**

*This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all duties that may be assigned or skills that may be required.*

The Abilene ISD does not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, age, disability, military status, or any other basis prohibited by law. Employment decisions will be made on the basis of each applicant's job qualifications, experience, and abilities.