

## TOMS RIVER REGIONAL SCHOOLS

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**TITLE:                      GROUNDSKEEPER**

**QUALIFICATIONS:**

1. High school diploma or GED
2. A strong work ethic
3. Ability to work independently at times with limited assistance
4. A New Jersey Driver's License, CDL preferred
5. Ability to work in cold , hot, wet and dry weather conditions
6. Ability to meet Essential Job Task requirements
7. Pass medical screenings and drug tests
8. Required criminal history check and proof of U.S. citizenship or resident alien status
9. Ability to communicate both listening and verbally in English

**REPORTS TO:**                      Head Groundskeeper and Grounds Foreman, District Engineer, Educational Facilities Manager

**JOB GOAL:**                      To maintain school property in a clean, safe condition.

**PERFORMANCE RESPONSIBILITIES:**

1. Maintaining grounds- all facets by working safely and diligently.
2. Set up and lining of fields for all sporting events.
3. Assists in review of bid packages for projects and yearly bids for procurement of goods and services.
4. Knowledge and use of various types of snow removal equipment, augers for fence installation, chain saws for tree removal, small tools, lawn sprinkler systems, etc.
5. Jobs include, but are not limited to:
  - a. cut grass
  - b. weed wack
  - c. trim, cut and prune bushes, trees
  - d. set up and lining of fields for all sporting events
  - e. installation and repairs to fences
6. Knowledge and use of various types of snow removal equipment , augers for fence installation, chain saws for tree removal, small tools, lawn sprinkler systems, pruning and care for various tree and plant species, etc.
7. Ability to assist with snow plow operations during winter is critical.
8. Performs other duties which may be assigned or required by law, code, regulation or board policy and/or the Business Administrator or his/her designee.

## **GROUNDKEEPER (Continued)**

**ANNUAL EVALUATION:** Performance of this job will be evaluated annually in accordance with New Jersey State law and the provision of the board's policy on evaluation of non-certified staff.

Employed on a 12 Month basis

Adopted by: Toms River Regional Schools

Date: June 15, 2016

Revision: