

# Grounds Maintenance

Department: Maintenance  
Reports to: Maintenance Supervisor  
Type: Non-Exempt



## Essential Job Functions

- Perform routine maintenance tasks such as mowing and watering lawns and gardens
- Prune trees and shrubs to maintain their health and appearance
- Monitor and control pests and diseases to prevent damage to plants and trees
- Maintain equipment and tools used in grounds keeping activities
- Keep grounds clean and presentable by removing litter and debris
- Assist the maintenance department in other areas as needed which includes but is not limited to, cleaning, painting, facilities maintenance, and more

## Education and Experience

- Valid Driver's License required
- No experience necessary

## Working Conditions

Working Conditions	Details
Hours of work	Full-Time, 40 hours per week, Monday - Friday, 8:00am - 4:30pm
Overtime expectations	Overtime is sometimes required as per the business need as well as seasonally. Overtime is paid at a rate equal to 1.5x the regular hourly rate.
Work environment	This position is almost exclusively an outdoor position and is required to work in all weather conditions.
Travel requirements	No travel is required for this position. If this changes, mileage will be reimbursed for travel.

On-call responsibilities	This position is required to be on-call at least 5 times per year for one week at a time.
Special conditions or requirements	Snow removal is a required function of this position. This includes, but is not limited to, removing snow with shovels, snow-blowers, snow-plows, etc., salting and sanding walkways and parking lots. It is required that this position report to work as needed before, during, and after winter weather occurs.