



Position Summary

Performs landscaping, pest control, fertilization, athletic field maintenance, and related grounds care for District properties.

Supervisory Relationship

This position reports to the Grounds Supervisor. May provide technical direction for Groundskeeper or work crews.

Essential Functions

1. Measure, mark and re-chalk athletic fields for football, soccer, baseball, and track according to season. Repair damaged and worn areas in sports fields with loam, grass seed, sod and fertilizer as necessary.
2. Design new landscaping; research and select plants, shrubs, and ornamental trees for District considering suitability, pests and maintenance needs. Purchase plants, modify or remove existing landscaping and install.
3. Plan and schedule pruning and weeding work. Oversee and work with crews performing pruning and care of shrubs and trees. Perform manual planting and weeding of flower beds.
4. Operate weed-eater, lawn edgier, lawn aerator, trucks, and related machinery; clean, lubricate, and perform preventive maintenance to tools and equipment.
5. Assist in dispersing shavings in playgrounds, blowing leaves, loading trucks, and moving gym equipment. Assist in pouring asphalt on driveways and parking lots during summer months.
6. Maintain accurate records of work performed and materials used, order routine supplies, and perform related recordkeeping duties.
7. May be required to purchase hand tools and equipment such as blowers, weed eaters, hand mowers, and pruning tools.
8. May be required to calculate fertilizer needs and applications schedules and oversee application.
9. Maintains regular and prompt attendance.
10. Performs other related duties as assigned.

Required Knowledge, Skills and Abilities

1. Knowledge of horticultural practices, landscape design principles, and gardening techniques. Knowledge of the properties and uses of pesticides, fungicides, and herbicides.
2. Ability to cooperate tractor, front end loader, fertilizer spreader, grader and other equipment.
3. Ability to convey instructions for landscaping and grounds maintenance work.
4. Physical ability to perform the requirements of the job.

Minimum Qualifications

1. Two years' experience as a groundskeeper, preferably in a school setting.
2. Possession of a valid State of Oregon driver's license.

Work Environment

Incumbents travel to all District properties. Assignments may require lifting of heavy objects, exposure to fertilizer dust or inclement, weather, working in awkward or tiring positions, or exposure to risk of injury from sharp cutting tools.

ADDITIONAL INFORMATION	
Employee Unit	OSEA Classified
Pay Grade	Grade 7/ 12month
Approved by	Cydney Vanderar, Director of Human Resources
Last revised	November 29, 2016