

SUMTER COUNTY SCHOOL BOARD - JOB DESCRIPTION

TITLE: Maintenance Worker (Grounds)			
CLASSIFICATION: Classified	NEW: Yes	UPDATED:	FLSA STATUS: Non-Exempt
REPORTS TO: Assistant Chief (Grounds Maintenance)			
JOB GOAL: To effectively perform grounds maintenance at educational facilities. To ensure that all property, grounds, athletic facilities and school plants are in good condition to maximize optimal educational operations and maintain a safe environment.			
TERMS OF EMPLOYMENT: Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the Board.			
EVALUATION: Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.			

QUALIFICATIONS:

1. High school diploma or equivalent
2. Grounds or lawn maintenance experience preferred
3. Valid Florida driver's license
4. Ability to communicate effectively, both written and verbal
5. Additional or alternative qualifications to the above as the Board may find appropriate and acceptable

PERFORMANCE RESPONSIBILITIES: Essential duties end with an asterisk.

1. Communicate effectively with district and non-district personnel at all levels and follow directions of supervisors. *
2. Ability to perform grounds maintenance, lawn care, and basic maintenance at district facilities. *
3. Ensure that the quality of groundskeeping, landscaping, and athletic fields meet established guidelines. Assist with corrective actions when necessary. *
4. Perform pavement and asphalt maintenance. *
5. Possess knowledge of methods, tools, equipment and necessary safety precautions used in groundskeeping. *
6. Perform shrubbery and tree maintenance activities. *
7. Review requests to ensure the general maintenance, upkeep, and repairs to the educational facility are completed and monitored in a safe and timely manner. *
8. Performs custodial tasks which may require the use of heavy custodial equipment. *
9. Cleans equipment and tools after use and maintains cleanliness and order in staging areas. *
10. Monitors and reports equipment and tools after use and maintains cleanliness and order in storage areas. *
11. Accurately documents time and materials utilized to complete work. *
12. Use herbicides and pest control chemicals according to prescribed safety labels. *
13. Assists other trade workers with special projects as assigned. *
14. Utilize current technology as appropriate to perform job functions and participates in training programs offered related to the job. *
15. Provide 24-hour emergency support as required. *
16. Assist with hurricane shelters and emergency situations as needed. *
17. Perform other duties as assigned by the supervisor.

PHYSICAL REQUIREMENTS:

The physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. While performing the duties of this job, the employee is regularly required to use hands to handle or feel objects, tools, or controls; reach with hands and arms; and talk and hear. The employee is frequently required to stand and walk; climb or balance, stoop, kneel, crouch or crawl; and taste or smell. The employee must regularly lift and/or move up to fifty (50) pounds, frequently lift and/or move up to one hundred (100) pounds and occasionally lift and/or move more than one hundred (100) pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.