
Auburn University Job Description

Job Title:	Groundskeeper I	Job Family:	No Family
Job Code:	NA28	Grade 27:	\$20,300 - \$33,800
FLSA status:	Non-exempt		

Job Summary

Under direct supervision, performs basic-level landscape functions to maintain and improve University grounds.

Essential Functions

1. Maintains University grounds using hand tools such as a shovel, pick, and rake, as well as power tools including a weed eater, edger, hedge trimmer, tiller, and blower.
2. Operates a push and riding mower to mow grass and operates utility task vehicles to perform work.
3. Performs basic landscape-related duties on University grounds to include weed pulling, plant watering, pine straw/mulch installation, and sod installation.
4. Provides debris removal with cleaning and litter control equipment to keep University grounds, streets, and parking lots free of dirt, leaves, trash, and other debris. Maintains University hardscapes through the use of a pressure washer.
5. Maintains and cleans hand and power tools and equipment including, but not limited to, checking fluid levels and blade sharpness.
6. May be responsible for meeting and maintaining training and certifications requirements as outlined by the applicable department's training and credentialing requirements.
7. May perform other related duties as assigned.

Supervisory Responsibility

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

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Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
Education	High School	High School Diploma or equivalent
Experience (yrs.)	2	Experience in groundskeeping operations.

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

Indicated experience is required; no substitutions allowed.

Minimum Required Knowledge

Working knowledge of plant materials. Basic landscape-related skills. Ability to safely utilize and operate landscape tools and equipment. Ability to advance and progress in the field.

Certification or Licensure Requirements

Valid driver's license.

Physical Requirements/ADA

Regularly involves lifting, bending or other physical exertion. Often exposed to one or more elements such as heat, cold, noise, dust, dirt, chemicals, etc., with one often to the point of being objectionable. Injuries may require professional treatment.

Routine deadlines; usually sufficient lead time; variance in work volume seasonal and predictable; priorities can be anticipated; some interruptions are present; involves occasional exposure to demands and pressures from persons other than immediate supervisor.

Job frequently requires standing, walking, reaching, stooping/kneeling/crouching/crawling, hearing, handling objects with hands, and lifting up to 50 pounds.

Job occasionally requires sitting, climbing or balancing, talking, and lifting up to 100 pounds.

Ability to see information in print and/or electronically. Skillful hand-eye coordination. Ability to visually recognize unsafe circumstances.

Date: 1/17/2020
