



JOB INFORMATION

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| Job Code | NA08C |
| Job Description Title | Groundskeeper III |
| Pay Grade | FM09 |
| Range Minimum | \$35,730 |
| 33rd % | \$40,490 |
| Range Midpoint | \$42,870 |
| 67th % | \$45,250 |
| Range Maximum | \$50,020 |
| Exemption Status | Non-Exempt |
| Approved Date: | 1/1/1900 12:00:00 AM |
| Legacy Date Last Edited | 2/5/2016 |

JOB FAMILY AND FUNCTION

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|---------------|---------------------------------------|
| Job Family: | Facilities, Maintenance, & Operations |
| Job Function: | Grounds |

JOB SUMMARY

Provides landscape installation and maintenance of university grounds.

RESPONSIBILITIES

- Installs landscaping and related items on University grounds,
- Maintains University grounds using edger, blower, rake, shovel, trimmer, mower, and other equipment.
- Maintains equipment such as hand tools, including picks, shovels, and rakes; power equipment, including chain saws, edger, weed eaters, fork-lifts, push and riding mowers, backhoes and field painters.
- May operate motorized street sweeping and cleaning equipment to keep University streets and parking lots free of dirt, leaves and other debris.
- May maintain athletic fields.

SUPERVISORY RESPONSIBILITIES

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| Supervisory Responsibility | May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees. |
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MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

| Education Level | Focus of Education | | Years of Experience | Focus of Experience | |
|-----------------|--------------------------|-----|---------------------|--|--|
| High School | Some reading and writing | And | 6 years of | Experience in grounds keeping operations | |

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|---|-----|
| Substitutions Allowed for Experience | Yes |
| <i>Substitution allowed for Experience: When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.</i> | |

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

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|--|--|
| Works with little or no on-site supervision. | |
| May be required to conduct quality inspections and prioritize tasks. | |

MINIMUM LICENSES & CERTIFICATIONS

| Licenses/Certifications | Licenses/Certification Details | Time Frame | Required/Desired | |
|--|--|------------|------------------|-----|
| DL NUMBER - Driver License, Valid and in State | may be required for specific positions | Upon Hire | Required | And |
| | Entry into Level III requires an employee to have completed specialty training and obtained a related certification. | Upon Hire | Required | |

PHYSICAL DEMANDS & WORKING CONDITIONS

| | |
|----------------------------|-------|
| Physical Demands Category: | Other |
|----------------------------|-------|

PHYSICAL DEMANDS

| Physical Demand | Never | Rarely | Occasionally | Frequently | Constantly | Weight |
|-------------------------------|-------|--------|--------------|------------|------------|--------|
| Standing | | | | | X | |
| Walking | | | | | X | |
| Sitting | | | X | | | |
| Lifting | X | | | | | |
| Climbing | | | X | | | |
| Stooping/ Kneeling/ Crouching | | | | X | | |
| Reaching | | | | X | | |
| Talking | | | X | | | |
| Hearing | | | | | X | |
| Repetitive Motions | | | | | X | |
| Eye/Hand/Foot Coordination | | | | | X | |

WORKING ENVIRONMENT

| Working Condition | Never | Rarely | Occasionally | Frequently | Constantly |
|------------------------|-------|--------|--------------|------------|------------|
| Extreme cold | | | | X | |
| Extreme heat | | | | X | |
| Humidity | | | | X | |
| Wet | | | | X | |
| Noise | | | | X | |
| Hazards | | | | X | |
| Temperature Change | | | | X | |
| Atmospheric Conditions | | | | X | |

WORKING ENVIRONMENT

| Working Condition | Never | Rarely | Occasionally | Frequently | Constantly |
|-------------------|-------|--------|--------------|------------|------------|
| Vibration | | | | X | |

Vision Requirements:

Ability to see information in print and/or electronically.