

**GRANITE SCHOOL DISTRICT  
CLASSIFIED EMPLOYEE JOB DESCRIPTION**

**Job Title:** Groundskeeper III  
**Supervisor's Title:** Lead, Grounds  
**Date Prepared:** 2/99 **Date Reviewed:** \_\_\_\_\_ **Date Reviewed:** \_\_\_\_\_  
**Employee/Incumbent Review** \_\_\_\_\_ **Immediate Supervisor Review** \_\_\_\_\_  
**Dpt Apprvl** \_\_\_\_\_ **GCEA Review** \_\_\_\_\_ **HR Apprvl** \_\_\_\_\_ **Supt. Apprvl** \_\_\_\_\_  
**Job Location:** Maintenance Services **Lane** \_\_\_\_\_  
**Implementation Date:** \_\_\_\_\_ **ADA Review** \_\_\_\_\_

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**JOB SUMMARY**

Responsible for the construction and repair of fences, gates and similar structures. Installs and trouble shoots automatic and manual sprinkling systems and winterizing systems. Operates sump pumps. Forms, pours and finishes cement work.. Maintains grounds by cutting and trimming lawns, pruning trees and shrubs, spraying with fertilizer. Plants and water lawns, trees, shrubs and flowers. Picks up and delivers equipment to various locations. Welds playground equipment and fences. Installs concrete stairs, ramps etc. Installs, repairs, tests and maintains back flow prevention devices. Installs and repairs masonry and tile under the supervision of the journeyman.

**ESSENTIAL FUNCTIONS**

- Installs, maintains and troubleshoots automatic and manual sprinkling systems.
- Forms and finishes concrete for sidewalks, fence lines, backstops, mow strips, handicapped ramps, etc.
- Builds and repairs fences, installs playground equipment (i.e., as bicycle racks, baseball backstops and basketball standards). Performs occasional welding.
- Prepares earth to proper grade and compaction.
- Mows, waters, plants, prunes, fertilizes, landscapes, aerates and generally maintains lawns, shrubs, trees and grounds.
- Drives, operates and maintains various grounds keeping equipment such as tractors, trucks (including ten-wheel dump), snowplow, crane, forklift, sand and litter removal vehicles, construction equipment, backhoe, large gang mowers, weed eaters, edgers, gas blowers, chain saws, etc.
- Moves equipment, hauls soil, gravel and trash.

- Picks up and removes weeds.
- Install, repairs, tests and maintains back flow devices.
- Assists journeymen as skills permit.
- Assists in equipment maintenance and minor repair.
- Lays sod.
- Assists in the installation and repair of ceramic tile, masonry and outdoor signs.
- Sets up scaffolding, tops trees, sharpens mower blades, operates sump pumps.
- Directs and trains Grounds keeper I & II's and temporary workers.
- Coordinates with appropriate authorities on gas, phone, electricity lines before operating ditch witch or backhoe, and blue stakes.
- Removes snow, also drives the snowplow.

### **NON-ESSENTIAL FUNCTIONS**

Occasional duties as assigned within skill level.

### **REQUIRED KNOWLEDGE, SKILLS AND ABILITY**

Requires skill in the use, maintenance and minor repair of hand tools, small and large power tools, machine and pipefitting tools, pruning shears, wire stringing and wood working tools, tractors, trucks, backhoe, weeding equipment, large auger, compressor, jack hammer, sheet metal, cutting tools, welding equipment, power cleaning equipment, and steer skid. Skill in loading and securing equipment. Skill in concrete forming, pouring and finishing and knowledge of cement tools. Skill in installation of tile and masonry and knowledge of tile installation tools. Must know how to use a transit for non-complex survey work. Needs a basic understanding of electrical, plumbing and carpentry principles. Must have a working knowledge of hydraulic equipment, i.e., rams, hose, pump and couplers to maintain and prevent failures. Must keep abreast with new developments in the field. Must be mechanically inclined. Must have a good working knowledge of relevant building and safety codes including pertinent aspects of OSHA, EPA, MSDS and ADA. Must have basic mathematical skills. Must be skilled in oral and written communications and interpersonal relations. Must be able to plan work and organize apprentices and temporary workers, materials and equipment for specific projects.

### **REQUIRED EDUCATION AND TRAINING**

Must have a high school diploma or equivalent. Incumbent may be required to attend training seminars in related fields, i.e. sprinkling systems, landscaping, preventive maintenance ~~in~~ of equipment etc. Must maintain a valid Class A CDL license. Must have a current Utah State Back Flow Prevention license. Must keep abreast of changing developments in techniques in relevant fields.

### **REQUIRED PRIOR WORK EXPERIENCE**

Must have two years of work related experience demonstrated competence.

Note: The District administration reserves the right to require specific training for this position. However, depending upon the type and quality of prior work experience, some exchanges can be made between training and experience.

### **DECISION MAKING**

Safety of others is of primary concern. May consult with administrators, teachers, co-workers and patrons to assist in the timely completion of projects. Assists in planning work projects. Assures that each assignment has sufficient tools, materials and supplies. Determines repairs and replacements of equipment as needed. Prioritizes work for specific jobs assigned. Must be able to perform assigned tasks without on-site supervision.

### **SUPERVISION**

Requires ability to motivate apprentices and temporary workers, also, plan and initiate activities with minimum supervision. Responsible for planning work as assigned, assuring a high quality of the finished product. Makes specific work assignments and monitors performance of assigned employees. Assist in evaluating performance of apprentices. The work supervised can be complex. Coordinates with contract service vendors and material vendors on projects.

### **WORKING CONDITIONS**

Exposed to pesticides and weed killers. Some district emergencies may require additional irregular hours. May be subject to high locations, awkward positions, heat, noise, dirt, chemicals, confined spaces, and cold. Incumbent may have occasional stress from emergencies and in meeting project deadlines. Interruptions may occur while performing work requiring accuracy and concentration.

### **PHYSICAL DEMANDS**

Repetitive sustained physical effort. There is occasional work with heavy weight material, but generally not exceeding 100 lbs.