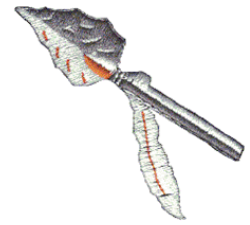


SCAPPOOSE SCHOOL DISTRICT 1J
33590 SE High School Way
Scappoose, OR 97056



POSITION DESCRIPTION

LEAD GROUNDSKEEPER

Revised Date: March 2018

Range Assignment: 25

Qualifications:

- High school diploma or equivalent
- Two years experience in grounds keeping
- Chemical spraying license

Reports to: Facilities Manager

Job Goals: To ensure maintenance of grounds by planning, leading and performing horticultural work, including planting, watering, spraying, trimming, fertilizing and mowing lawns. Performs maintenance on equipment. May assist in the supervision of students or adult laborers. Assists in maintenance and construction work during winter months or at such times as needed.

Performance Responsibilities (essential job functions):

- Leads other grounds and maintenance workers
- Communicates and works cooperatively with other members of the staff
- Uses tools and equipment properly and comprehends and follows oral and written instructions
- Plans work of ground crew
- Performs all job related tasks with a minimum of supervision
- Assists in soliciting and reviewing bids for outside work
- Presents a positive attitude by appearance, personal neatness and personal habits
- Performs heavy manual labor, such as mowing lawns and fields, edging around walks, flower beds, walls and related areas
- Operates power mowers and edgers, trimmers and large mowers
- Forecasts district needs
- Installs sprinkler systems and puts in water pipes
- Trims shrubs, hedges and trees
- Prepares and treats soil for planting
- Sprays flowers, fields and shrubs and insecticides
- Sets out poison and traps for the control and extermination of pests and rodents
- Maintains grounds in good repair by performing duties such as pouring cement, repairing asphalt, installing fences and fixing playground equipment
- Waters athletic fields and other grounds areas

- Operates a truck in driving to various grounds areas
- Operates back hoe
- Helps lay out, mark and prepare athletic fields
- Performs minor maintenance on a variety of gardening and grounds equipment
- Empties heavy containers
- Adheres to all district health and safety guidelines, including all precautions of the Bloodborne Pathogens Exposure Control Plan
- Is punctual and maintains regular attendance
- Performs related duties as required

Physical Requirements:

Performs heavy tasks. In an 8-hour day, may stand/walk 6-8 hours; may drive 4-6 hours. May use feet for repetitive movement as in operating foot controls. Will need to bend, squat, lift or climb stairs/ladders frequently.

Terms of Employment:

12 months/year. Probationary period, as noted in Bargaining Agreement. Salary and work year according to current schedule. Performance of this position will be evaluated in accordance with the Collective Bargaining Agreement.

I, _____ have read and understand the above requirements for this job position.

Signature _____ Date _____