



Job Profile

Job Title:	Groundskeeper
Department:	Facilities
Reports to:	Senior Operations Manager
Date:	10/24/22

Job Status:

Exempt <input type="checkbox"/>	Non-Exempt X
Full-time X OR	Part-time X

General Summary

What is the primary purpose of this position?

The Groundskeeper at St. Francis Catholic High School is responsible for sports fields and in-fields maintenance and striping, landscape maintenance and irrigation, the cleanliness of the campus grounds, and exterior trash collection. The person in this position is also responsible for periodic and routine servicing of all groundskeeping equipment and vehicles. This is an hourly position and is open to part-time or full-time consideration.

Essential Responsibilities

List all major job functions performed on a regular basis.

All areas of responsibility must be operated consistent with the Catholic mission of the school.

- Irrigation technology includes: water conservation inspections; installation, adjustment, and repair of sprinkler and drip systems; programming and maintenance of irrigation controllers.
- Landscape maintenance includes: mowing, edging, blowing, seeding, planting, weeding, mulching, pruning, and trimming of turf grass, planters, trees and shrubs.
- Additional general duties include: maintaining the cleanliness, safety, and attractiveness of the campus grounds, including emptying exterior trash bins.
- Other tasks may include general maintenance, custodial, and events setup and breakdown as needed.

Job Specifications/Requirements

List skills/experience required for adequate performance in this position. List preferred experience and skills, if any.

Education:

- High School graduate or equivalent preferred.

Job experience:

- Experience in landscape installation and maintenance desirable; experience in sports field maintenance desirable.

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Technical/Functional skills:

- Knowledge of landscape maintenance.
- Knowledge of sport fields.
- General knowledge and safe operation of power equipment: rotary, push mowers, edgers, blowers, line strippers, gas-powered augers, power shears, Gators and electric golf carts.
- General knowledge of irrigation systems and controllers.
- Ability to maintain consistent, punctual and regular attendance.
- Able to walk and stand for extended periods of time.
- Able to lift 60 pounds.

Other Requirements:

- Other duties may be required as needed.

Employee Signature:

Supervisor Signature:

HR Signature: