

CAMPBELL COUNTY HIGH SCHOOL
GROUNDSKEEPER/CUSTODIAN

Purpose Statement:

The job of Campbell County High School Groundskeeper/Custodian is done for the purpose/s of maintaining attractive grounds area/s; protecting against erosion; maintaining grounds for assemblies and/or recreational activities (e.g. track, football, graduation, etc.); and ensuring assignments are completed in a safe, proper and timely manner.

Essential Functions

- Assists other personnel as may be required for the purpose of supporting them in the completion of their work activities.
- Cleans landscaped areas and related items (e.g. litter, snow removal, etc.) for the purpose of maintaining an attractive and safe facility.
- Coordinates with site, administration and athletic coaches for the purpose of adjusting irrigation schedules, field preparation, etc.
- Estimates material needs for the purpose of ensuring the availability of materials for projects.
- Evaluates landscaped areas, equipment, sprinkler systems and grounds (e.g. fields, parking areas, etc.) for the purpose of identifying repairs and/or replacement needs, maintain schedules and preventing erosion.
- Oversees assigned personnel (e.g. scheduling workers, inspecting completed work, etc.) for the purpose of maximizing the efficiency of the work force, and meeting work requirements.
- Plants various landscaping materials (e.g. lawns, shrubbery, flowers, etc.) for the purpose of keeping the areas attractive and for protection against erosion.
- Prepares a variety of documents and materials for the purpose of providing written support and/or conveying information.
- Prepares grounds and athletic fields (e.g. assemblies, graduation, ball fields, courtyards, flower beds, etc.) for the purpose of providing adequate, attractive and safe areas for assemblies, athletic events and/or recreational activities.
- Responds to emergency situations (e.g. on-call duties, extended shifts, etc.) for the purpose of resolving immediate safety concerns.
- Transports various items (e.g. tools, equipment, supplies, etc.) for the purpose of ensuring the availability of materials required at job site.

Job Requirements: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform multiple, technical tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: operating equipment used in trade.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; understand written procedures, write routine documents, and speak clearly; and understand complex, multi-step written and oral instructions. Specific knowledge required to satisfactorily perform the functions of the job includes: methods of industrial cleaning; safety practices and procedures; chemical application; and health standards and hazards.

ABILITY is required to schedule a number of activities, meetings, and/or events; gather and/or collate data; and consider a number of factors when using equipment. Flexibility is required to work with others in a wide variety of circumstances; work with data utilizing defined and similar processes; and operate equipment using a variety of processes. Ability is also required to work with a wide diversity of individuals; work with specific, job-related data; and utilize a variety of types of job-related equipment. In working with others, problem solving is required to analyze issues and create action plans. Problem solving with data requires following prescribed guidelines; and problem solving with equipment is moderate. Specific abilities required to satisfactorily perform the functions of the job include: adapting to changing work priorities; decision making; and meeting deadlines and schedules.

Responsibility

Responsibilities include: working under direct supervision using standardized routines; leading, guiding, and/or coordinating others; and operating within a defined budget. Utilization of some resources from other work units is often required to perform the job's functions. There is some opportunity to effect the Organization's services.

Working Environment

The usual and customary methods of performing the job's functions require the following physical demands: significant lifting, carrying, pushing, and/or pulling; some climbing and balancing; frequent stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 30% sitting, 35% walking, and 35% standing. The job is performed under some temperature extremes and some hazardous conditions.

Experience Job related experience is desired.

Education High School diploma or equivalent.

Required Testing

None Specified

Certificates & Licenses

Valid Driver's License and preference given to applicants with Commercial Pesticide License

Continuing Educ. / Training

None Specified

Clearances

Criminal Justice/Fingerprint Clearance

FLSA Status

Non Exempt

Approval Date

Salary Grade

F III 8.50