

## Manchester-Shortsville Central School District

### GROUNDSKEEPER

DISTINGUISHING FEATURES OF THE CLASS: This is routine manual work requiring some knowledge of grounds maintenance activities. The work is performed under general direction. Supervision may be exercised over helpers and laborers. Assignments are outlined in detail and work is inspected frequently; does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Operates a variety of equipment such as trucks, tractors, mowers, weed cutters, etc. in the maintenance and care of grounds including all park and recreation areas;  
Performs routine grounds maintenance activities such as mowing, cutting, and raking grass;  
Keeps grounds free of litter;  
Plants and maintains trees, shrubs, and plants;  
Removes snow and ice from walks, pathways, and steps;  
Maintains recreation areas such as baseball diamonds, playgrounds, beaches, and other recreation areas;  
When not working as Groundskeeper, perform janitorial and cleaning duties;  
May, if directed to do so, perform work at recycling drop-off site, directing the proper dumping of acceptable recyclables, assisting residents in the use of the facility, checking capacity of bins, and performing grounds' maintenance tasks;  
Performs general repairs and maintenance to equipment, facilities, and buildings such as, but not limited to, painting, cleaning, and upkeep or other manual work as directed.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Some knowledge of grounds maintenance activities which will have included practices, tools, terminology, and accident prevention of the trade; willingness to perform manual and routine work; ability to follow directions and work independently without constant supervision; physical condition commensurate with the demands of the position; dependable and willing to work under all weather conditions.

MINIMUM QUALIFICATIONS: One (1) year of full-time paid experience, or its part-time equivalent, as a laborer in landscaping or grounds maintenance activities.

SPECIAL REQUIREMENT FOR APPOINTMENT: Possession of a valid New York State Operator's license at the time of appointment, and maintenance of such license throughout the tenure of employment in the position.

APPROVED: MAY 12, 1993

REVISED: AUGUST 1, 2019

CIVIL SERVICE CLASSIFICATION: NON-COMPETITIVE

(Ontario County job specification for Groundskeeper adopted by Geneva City School District on 6/3/03)