



POSITION ANNOUNCEMENT 2021-2022 SCHOOL YEAR

GROUNDS II

Schedule: 8 hours per day / 12 months per year / About 261 Days per year

Class: 16

POSITION PURPOSE

To provide safe and attractive building and grounds and facilities in and on which students can learn, play and develop. The essential functions of this position require prioritizing and completing all assigned tasks in a timely and efficient manner, adjusting for changing priorities and availability of resources, and demonstrating initiative in identifying additional job-related tasks to be completed when time permits. These duties are a representative example of position expectations. Actual duties assigned may vary and change depending on the business needs of the department and the organization.

NATURE AND SCOPE OF RESPONSIBILITIES

- Manage grounds crew in absence of lead
- Performs a variety of tasks in the care, repair, and maintenance of grounds and athletic fields such as but not limited to:
 - Care of turf areas and athletic fields by mowing, seeding, fertilizing, and assisting in maintenance of irrigation.
 - Care of beds, shrubs, and trees including pruning and trimming
 - Assist with snow and ice removal from sidewalks, entryways and driveways
 - Assist in performing safety inspections on district grounds and related equipment and vehicles
 - Install and maintain playground equipment
 - Install and repair fencing
 - Perform minor repairs to asphalt
- Completes work order requests for repairs and services as assigned by lead. Ensures work is completed correctly, updates completed work orders with service and cost information, and effectively communicates status to customers
- Repairs and maintains grounds-related equipment and vehicles
- Work involves the performance of a variety of tasks requiring the use of mechanical craft tools and materials. Knowledge of mechanical craft principles is involved. However, the skill requirement is less than that of a journeyman.
- Responsible for operating power tools, equipment and vehicles in a safe and efficient manner.
- Maintains stock of required supplies to allow timely and efficient performance of preventative maintenance items.
- Ability to work as part of a maintenance team; performs cross-trade assignments
- Meet and work with staff of Green Team/Landscape Committees to help plan and coordinate their efforts
- Operates an assigned District vehicle and is responsible for the proper maintenance and safe operation of that vehicle
- Attends regular staff and safety meetings and participates in problem solving and discussions of systems and project related issues
- Assists maintenance team for emergency and on call situations such as snow days, vandalism repairs or other emergency maintenance
- Light welding duties
- Perform other duties as assigned

QUALIFICATIONS

- High School diploma or equivalent
- Possess and maintain an Immediately Supervised Pesticide Trainee License
- Experience in grounds, lawn care, and landscaping
- Knowledge of landscaping techniques and maintenance of lawns and athletic fields

QUALIFICATIONS Continued

- Knowledge of local and state codes where applicable and occupational safety precautions
- Experience with operating and maintaining power equipment such as large and small mowers, light trucks, tractors, hedge shears, and chain saws.
- Knowledge of irrigation systems and repairs
- Knowledge of the application, storage and safe use of chemicals and pesticides
- Thorough knowledge of safety and accident prevention measures and knowledge of occupational hazards of the trades
- Basic to Intermediate technological skills required providing the ability to enter, revise, organize and retrieve information from computer systems; will use computerized work order system on a daily basis
- Ability to understand and follow oral and written instructions with limited supervision
- Ability to troubleshoot/problem-solve independently
- Ability to exercise confidentiality, tact, diplomacy and independent judgment in performance of duties
- Ability to work cooperatively and harmoniously with others and as part of a team
- Ability to communicate effectively, both orally and in writing with students, parents, staff and the general public
- Excellent attendance, work ethic and pride in job performance essential
- Knowledge of principles and practices of work coordination and simplification and ability to develop and implement work schedules
- Self-starter with proven analytical and problem-solving skills
- Valid driver's license and evidence of insurability required and must be maintained
- Ability to communicate appropriately and effectively, both verbally and in writing, in a professional, respectful and courteous manner with all students, parents and staff with a focus on customer service
- Ability to perform the record keeping requirements related to the assignment
- Strong interpersonal skills necessary to develop, establish and maintain effective, professional, collaborative, and collegial working relationships with clients, employees, contractors, vendors, and others with whom we may work.
- Strong conflict resolution skills and demonstrated ability and competency to work with a diverse population of clients, vendors and co-workers of all ages.

ESSENTIAL PHYSICAL REQUIREMENTS

Moderate to extensive degree of physical stamina and frequent lifting up to 50 pounds and occasional lifting of up to 100 pounds. Frequent and prolonged standing, walking and bending. Exposure to outdoor weather conditions of heat, cold, and precipitation. Ability to work outside year around. Shall be physically capable of performing all necessary tasks: stooping, reaching, pushing, pulling, climbing, lifting and crawling. Ability to move freely around the school buildings and grounds. Exposure to chemicals, dirt, dust, smoke, fumes, paint, noise and activity of a school setting. Must drive to various locations in the district using a district vehicle.

Any interested applicant should complete a district application form available through Human Resources. Any present employee in the classified bargaining unit wishing to apply should come to the Human Resources Office and complete a transfer request form.

The David Douglas School District welcomes applications from candidates that expand the District's diversity.

Multi-Cultural preferred. Bi-Lingual candidate preferred.

Classified Instructions:

If you are a Classified Permanent, Temporary or Substitute employee you will click on the word "**Internal**", which is located on the top right of the screen. You will be taken to a section where you will fill out minimal basic personal information. The minimal basic personal section is a one- time only registration. You will then be taken to the Classified Transfer Request Form. In the future, if your personal information (name, address, phone number, or location) changes, it is your responsibility to update those changes in the system.

Apply at: <https://daviddouglas.schoolrecruiter.net>

This position closes at 4:00 p.m., Wednesday, January 26, 2022.

David Douglas School District Drug Testing and Criminal Background check

Per district policy all offers of employment shall be contingent upon the successful passing of a district required drug test and criminal background check. David Douglas School District's Human Resources will designate where and when the testing will be conducted. The offer of employment will be withdrawn from candidates who test positive for drugs.