Title: Student Groundskeeper Assistant
Department: Facilities Services
Reports To: Direct Supervisor and Facilities Services Office Manager

Position Summary

The Facilities Services Student Groundskeeper Assistant position is an undergraduate student employee working on the grounds crew to assist permanent staff in providing basic grounds duties.

Responsibilities

Daily:
Performs general campus clean up; mowing, leaf removal, shrub care, planting beds, shrub/tree pruning, and snow removal.

• Cuts lawns using walk-behind or other power mower.
• Trims and edges around walkways, flowerbeds, walls, etc. using clippers, power weed cutters and other edging tools.
• Prunes shrubs and trees to shape and improve growth or to remove damaged leaves, branches, or twigs using shears, pruners or chain saw.
• Rakes, power blows, or vacuums and removes leaves and other ground debris.
• Cleans grounds, roadways, etc. and removes litter.
• Shovels snow from walks and driveways using plow truck, tractor, blower, shovel, or other powered equipment.
• Spreads a combination of salt and/or sand mixture to prevent ice buildup with truck sander, or other equipment.
• Plants grass, flowers, trees, and shrubs using a variety of gardening tools.
• Waters lawn and shrubs, using hose or by activating fixed or portable sprinkler system.
• May be involved with moving of equipment; refueling grounds vehicles and equipment; assisting in special set ups / take downs for major college events; pick up signs, special event display items, furniture, and banners, plus other duties to serve the needs of the College Community.
• May perform or assist with duties such as furniture or equipment relocation, setting of tables, chairs, etc. for special events.
• Other duties may be assigned

Qualifications and Conditions of Employment:

• Must be enrolled as a full-time student during the period of employment.
• Must file proper paperwork with Career Services and the Facilities Services Office prior to beginning work.
• Must possess the physical strength and stamina to perform required work including being able to bend, stoop, kneel, move furniture, work on one’s feet for long periods of time and the ability to lift up to 50 pounds or more. The employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.
Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is regularly exposed to moving mechanical parts and outside weather conditions.
- The employee is frequently exposed to fumes or airborne particles.
- The employee is occasionally exposed to toxic or caustic chemicals and vibration.
- The noise level in the work environment is usually loud.

Knowledge, Skills and Abilities

- Communicates effectively with supervisor, co-worker and customers.
- Exercises good judgment at all times.
- Organizes work tasks logically and efficiently.
- Recognizes safety concerns and adheres to safety procedures.
- Recognizes and communicates building problems and concerns.
- Uses or learns to use various grounds equipment.
- Uses or learns to use miscellaneous chemicals, as required.
- Read labels and follows instructions.
- Works independently or as part of a group.