

## Comal ISD Job Description

**Groundskeeper**

April, 2008

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<b>Job Title:</b>	Groundskeeper	<b>Wage/Hour Status:</b>	Non-Exempt
<b>Reports to:</b>	Maintenance Supervisor	<b>Pay Grade:</b>	NJ
<b>Dept/School:</b>	Maintenance & Operations	<b>Days:</b>	237
<b>Date Revised:</b>	April, 2008	<b>Job Code:</b>	M117

### **Education / Certification:**

1. High school diploma or GED is preferred.
2. Class "A" CDL driver's license or the ability to obtain one within 90 days.

### **Special Knowledge / Skills:**

1. Skill and knowledge of grounds equipment and tools including tractors and large mowers.
2. Knowledge of grounds maintenance.
3. Good driving record.
4. Ability to maintain tools and equipment in a safe operating condition.

### **Experience / Other Requirements:**

1. No experience required.

### **Major Responsibilities and Duties:**

1. Exhibits proper use and care of tools, supplies, and equipment.
2. Maintains and cares for school grounds assigned to his/her care.
3. Performs other duties as assigned.

### **Supervisory Responsibilities:**

None.

### **Working Conditions:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Continuous standing.
2. Occasional driving, walking, climbing, carrying, crouching, pushing / pulling, and the lifting/lowering of up to 50 pounds.

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3. Occasional exposure to the cold, heat, or dampness.
  4. Hearing, near vision, far vision, peripheral vision, color discrimination, depth perception, corrected vision to 20/20.
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The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Employee Name (please print) \_\_\_\_\_

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

Supervisor Signature \_\_\_\_\_ Date \_\_\_\_\_