



OHIO
UNIVERSITY

**Classification and Qualification
Standards**

Groundskeeper

ADMINISTRATIVE/TECHNICAL ROLE

Career Series: Maintenance	Job Code: 12232 Grade: B	Date Established: 7/01/2001	FLSA Category: NON-EXEMPT
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JOB SUMMARY

Under general supervision, the classification is responsible for basic and routine tasks, exercises limited independent judgment, and follows simple procedures, techniques, rules and regulations. This classification requires working knowledge of grounds maintenance and safety practices associated with operation of equipment in order to perform skilled and semi-skilled grounds maintenance duties to maintain and clean the grounds.

PRINCIPAL DUTIES AND RESPONSIBILITIES

1. Performs grounds maintenance duties (e.g., mows grass; applies pesticides; plants flowers, trees, and shrubs; fertilizes plants; prunes and mulches plants; lays out, limes and paints athletic fields).
2. Operates, cleans, and repairs tools, and maintains and operates heavy equipment.
3. Provides additional maintenance support inside buildings.
4. Removes snow, applies salt to ice, rakes leaves, and maintains parking lots and streets.
5. Delivers supplies, and assists with minor building construction.
6. Supports set up for special events.
7. Locks and unlocks buildings and issues parking tickets.
8. Performs other duties as assigned.

Worker Characteristics (knowledge, skills & abilities to perform the job duties)

Knowledge of addition, subtraction, multiplication, and division; grounds maintenance; and safety practices associated with operation of equipment. Skill in operation of various types of ground maintenance equipment. Ability to maintain equipment; and landscape grounds.

Minimum education & experience required (including training, registration & licensure)

Formal education in arithmetic that includes addition, subtraction, multiplication, and division. 6 mos. training or 6 mos. experience in grounds maintenance.

- Or equivalent of the education and experience listed above.

This job specification describes the general nature and level of work being performed by people assigned to this classification. Employees may perform some or all of these duties. Examples listed do not preclude the performance of other duties similar in nature or in level of complexity