



JOB DESCRIPTION

JOB TITLE: Seasonal Part time Grounds Equipment operator/grounds worker

REPORTS TO: Vice President Fiscal Services;

STATUS: Part-time, non-exempt

LENGTH OF EMPLOYMENT: Part time; Seasonal

JOB OVERVIEW: Assistant to grounds/horticulture must be able to perform all types of tasks given. Lawn care; grass management to include mowing, trimming, spraying, edging, pruning of turf and maintenance of fence lines and fence rows. Maintain grounds at Warner and including all properties managed by CSC. Maintain equipment and operate equipment. Manage all types of tasks that need to be done including: equipment operation; grounds maintenance and management; tree and shrub removal; pruning and tree management; removal of debris; Assist with planting, fertilizing, or installation of plant materials; limb removal; leveling of ground; litter removal; etc.

DUTIES AND RESPONSIBILITIES:

Provide assistance for the Horticulture/Grounds listed below as directed by supervisor:

- Provide assistance management and maintenance of grounds and on campus.
- Maintain, manage, store and inventory equipment, supplies and materials.
- Must be willing and able to perform necessary manual tasks
- Keep facilities clean and in a manner that is presentable to the public
- Perform the duties necessary for a successful landscape management program.
- Maintain the aesthetics and appearance of the campus areas for public purposes.
- Maintain equipment, supplies and vehicles related to the grounds/maintenance/horticulture department and other departments as used.
- Assist with plant health and pest management schedules.
- Removal of trees and shrubs from the campus no longer deemed effective.

The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge and experience in grounds management

- Ability to handle plants; work inside and outside in a variety of weather situations.
- Ability to work well with a diverse population
- Demonstrated willingness and ability to act ethically and socially responsible
- Safe operation of motorized and electric tools, such as chain saws, grass trimmers, powered pruners, etc.

EDUCATION/ EXPERIENCE REQUIRED:

- High school diploma or equivalent
- Experience in turf management a plus
- Experience with small engines and hand tools a plus
- Experience or knowledge in Horticulture a plus

SPECIAL REQUIREMENTS:

- Must be able to sit, bend, stoop, and to lift up to 50 pounds
- Must be able to work outdoors in all weather conditions (i.e. high/low temperatures)

Connors State College is an Affirmative Action/Equal Opportunity/E-Verify Employer.

SIGNED: _____ DATE: _____

05.06.19