



Job Specification

Job Title: Groundskeeper I
BCAT Code: 810X AT
Pay Grade: G05

Effective Date: April 1, 2007
Revision Date: February 1, 2007
FLSA Status: Non-Exempt

General Description

Performs entry-level grounds keeping and landscape maintenance duties. The incumbent learns proper methods and procedures for completing assigned duties and becomes familiar with the GSU campus in this training level.

Examples of Duties

- Provides care for campus grounds including mowing lawns, watering flowers and shrubbery, trimming trees and bushes, etc.
- Walks assigned area of campus, collecting and removing trash from campus grounds.
- Plants trees, flowers and bushes; rakes and bags leaves.
- Sprays lawn, shrubs, and trees with fertilizer, herbicides, and insecticides.
- Learns to operate grounds keeping and maintenance equipment, such as lawnmower, trimmer, and pressure washers for cleaning of campus fountain, outdoor furniture and other campus areas.
- Sharpens tools such as weed cutters, edging tools, and shears.
- Assists with plant set-ups in designated areas for special meetings and events.
- Assists in inclement weather duties as assigned when needed (such as clearing snow from sidewalks and other campus areas).
- Performs other related duties as assigned.

Knowledge, Skills and Abilities

- Ability to operate hand tools and equipment used in grounds keeping such as lawnmower, weed-eater, shears, trimmers, etc.
- Ability to follow detailed oral/written instructions.
- Ability to lift up to 50 lbs. or more.
- Ability to operate a motor vehicle.

Minimum GSU Hiring Standards

Criminal background investigation. Valid Georgia Driver's License. High school diploma or GED preferred.

The above is a general description of duties performed by employees holding this job title and does not represent a complete list of duties that may be assigned to an employee.