AUBURN
Human Resources

Groundskeeper II

Job Description

JOB INFORMATION

Job Code	NA29
Job Description Title	Groundskeeper II
Pay Grade	FM06
Range Minimum	$30,110
33rd %	$33,620
Range Midpoint	$35,380
67th %	$37,130
Range Maximum	$40,650
Exemption Status	Non-Exempt
Approved Date:	1/1/1900 12:00:00 AM
Legacy Date Last Edited	11/18/2022

JOB FAMILY AND FUNCTION

Job Family:	Facilities, Maintenance, & Operations
Job Function:	Grounds

JOB SUMMARY

Under general supervision, performs a variety of intermediate landscape functions to maintain and improve University grounds.

RESPONSIBILITIES

- Maintains University grounds using hand tools such as a shovel, pick, rake, and shears, as well as power tools including a chainsaw, power shears, auger, weed eater, hedge trimmer, tiller, and blower. Operates a push and riding mower to mow grass.
- Performs intermediate landscape-related duties on University grounds including non-selective herbicide application, plant installation, pruning, seasonal color maintenance, weed pulling, plant watering, pine straw/mulch installation, and sod installation.
- Operates utility task vehicles, dump trucks, utility tractors and front-mount attachments to accomplish work.
- Maintains, cleans, and provides upkeep for hand and power tools and equipment including, but not limited to, checking fluid levels and blade sharpness.
- Provides debris removal with street sweeping equipment, all-terrain vehicles, and other cleaning and litter control equipment to keep University grounds, streets, and parking lots free of dirt, leaves, trash, and other debris. Maintains University hardscapes through the use of a pressure washer.
- Provides irrigation maintenance by performing minor repairs, gluing pipes, replacing heads, and more.
- May be responsible for meeting and maintaining training and certification requirements as outlined by the applicable department's training and credentialing requirements.
- May provide mentoring and training to Groundskeeper I's.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
High School Diploma or GED	High school diploma or equivalent.	and	2 years of	Experience in groundskeeping operations.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Intermediate knowledge of plant materials including the ability to identify commonly used plants and apply pesticides.	
Knowledge of seasonal colors and maintenance.	
General knowledge of irrigation systems. Ability to safely operate utility task vehicles, dump trucks, and utility tractors.	
Proven landscape-related skills.	
Ability to safely utilize and operate landscape tools, equipment, and utility vehicles.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
DL NUMBER - Driver License, Valid and in State	Any State	Upon Hire	Required	

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing				X		
Walking				X		
Sitting			X			
Lifting				X		Up to 50 pounds
Climbing			X			
Stooping/ Kneeling/ Crouching				X		
Reaching				X		
Talking			X			
Hearing				X		
Repetitive Motions				X		
Eye/Hand/Foot Coordination				X		

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold				X	
Extreme heat				X	

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Humidity				X	
Wet				X	
Noise				X	
Hazards				X	
Temperature Change				X	
Atmospheric Conditions				X	
Vibration				X	

Vision Requirements:

Ability to see information in print and/or electronically, should have depth perception and the ability to distinguish colors.