Job Title: Grounds Technician

BCAT Code: 093X19  Effective Date: April 1, 2007
Pay Grade: G10    FLSA Status: Non-Exempt  Revision Date: July 1, 2013

General Description
Supervises the grounds and landscaping services for the University campus.

Examples of Duties
- Prepares, organizes and delegates work assignments for subordinates.
- Ensures that grounds keeping assignments are properly completed.
- Trains subordinates in proper grounds keeping methods and procedures as needed; attends to staffing and personnel issues.
- Prepares reports on completed work by subordinates, employee attendance, safety, personnel issues, etc.
- Inventories grounds keeping equipment and supplies, and prepares orders as needed.
- Inspects campus grounds for needed cleaning; inspects work of subordinates, makes corrections as needed.
- Directs landscaping activities; responds to grounds keeping emergencies as needed.
- Performs grounds keeping duties for absent co-workers.
- Performs other related duties as assigned.

Knowledge, Skills and Abilities
- Considerable knowledge of proper grounds and landscaping service practices, techniques, and procedures.
- Considerable knowledge of the Georgia State University (GSU) campus, landscape areas, etc.
- Considerable knowledge of the operation and use of equipment, tools, and supplies used in landscaping.
- Ability to perform heavy lifting up to 50 lbs. or more when required.
- Ability to supervise small groups of grounds keeping workers.

Minimum GSU Hiring Standards
High school diploma or GED and three years of irrigation and landscaping experience, including one year small maintenance and repair experience; or a combination of education and related experience. Must pass a criminal background check. A valid Georgia driver's license is required. A valid Georgia Pesticide Applicator Certification Category 24, Ornamental and Turf Pest Control, 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.