Georgia State University

Job Title: Groundskeeper II

BCAT Code: 093X17                      Effective Date: April 1, 2007
Pay Grade: G06  FLSA Status: Non-Exempt          Revision Date: July 1, 2013

General Description
Performs grounds keeping and landscape maintenance duties. This is the working level at which the incumbents are expected to have a good understanding of grounds keeping practices and procedures.

Examples of Duties
- Cares for the campus grounds, such as mowing lawns, watering flowers and shrubbery, trimming trees and bushes, etc.
- Walks the assigned campus area, collecting and removing trash from campus grounds.
- Plants trees, flowers and bushes; rakes and bags leaves.
- Sprays lawns, shrubs, and trees with fertilizer, herbicides, and insecticides.
- Operates the grounds keeping and maintenance equipment, such as lawn mowers, trimmers, and pressure washers for cleaning campus fountains, outdoor furniture and other campus areas.
- Performs the maintenance on grounds keeping and/or landscaping equipment, such as lawn mowers, spreaders and snow removal equipment.
- Sharpens tools, such as weed cutters, edging tools, and shears.
- Assists in plant set-ups in designated areas for special meetings and events.
- Assists in inclement weather duties, such as clearing snow from sidewalks, parking lots, etc.
- Performs other related duties as assigned.

Knowledge, Skills and Abilities
- Some knowledge of the proper care of plants, trees, shrubbery, and trees.
- Ability to lift up to 50 lbs. or more.
- Ability to follow oral and written instructions.
- Ability to operate hand tools and equipment used in grounds keeping, such as lawn mowers, weed-eaters, shears, trimmers, etc.
- Ability to operate a motor vehicle.

Minimum GSU Hiring Standards
High school diploma or GED and one year of grounds keeping experience. Must pass a criminal background check. A valid Georgia driver's license is required. Landscaping experience, especially in large scale landscaping, 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.