

# Groundskeeper

This position is: OPEN

Job Number: 476 Posted: 5/12/2021 Revised: Location: St. Davids -- Posting Type: Staff

## Position Summary

The Grounds Keeper, reporting to the Grounds Manager & Small Project Assistant, maintains and cares for the campus grounds with an emphasis on safety and aesthetics in a manner of environmental consciousness and utilizes the best management practices to care for the campus surroundings.

Full Time, 12 months per year.

## Responsibilities

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1. Mowing, trimming, weeding, leaf collecting, pruning, fertilization, irrigating/watering and all other duties as assigned to maintain the campus in a manner that is well manicured and pleasing to those who enter the campus.
2. Snow removal and all related aspects such as: plowing, salting and shoveling, etc.
3. Assists with the maintenance of the athletic fields to ensure the aesthetics, safety and all related aspects including but not limited to: fertilizing, mowing, aerating, slit seeding, top-dressing and dragging and/or grooming the fields, etc.
4. Prune and maintain trees, shrubs and plantings in an aesthetic manner to allow for full potential growth and beauty.
5. General maintenance of the campus grounds landscape as required such as: application of fertilizers and pesticides, trash and litter debris removal and collection.
6. Maintain proper tree/branch and shrubbery clearances from buildings with respect to proper building clearances to reduce deterioration of exterior facades and clogging of gutters and downspouts, and from electrical and communication wires to preserve the operation of the campus.
7. Operate and maintain all equipment necessary for this position.
8. Work with student employees as necessary.

9. Assist other trades within Plant Operations as directed.
10. Assist other departments as directed with office and furniture moves and event set-ups.
11. Embody values of caring and compassion, justice and integrity, competence and affirmation.
12. Seek to treat each member of the campus community with fairness, dignity and respect seeking a spirit of unity and harmony as we join together to achieve our common mission.

## Qualifications

### III. Qualifications

#### Knowledge, Skills and Abilities

- Must have a minimum of 2 years of experience in professional grounds related services.
- Pesticide and Fertilizer Certification is preferred but not required, however the ability to obtain certification is required.
- Tree climbing experience is preferred but not required.
- Must be familiar with the installation and transplanting of plant materials.
- Valid driver's license a must.
- Must be able to operate all types of landscape equipment (i.e. lawn equipment, chipper, chain saws, snow plows, ext.)
- Must be able to perform general service work on equipment in order to maintain proper operation (i.e. oil changes, grease fittings, change blades, replace string on weed-whackers, etc.).
- Ability to perform all tasks associated with general landscaping and grounds (i.e. pruning, mowing, aerating, slit-seeding, planting and digging ext.).
- Ability to work unsupervised.
- Ability to report to work and perform required duties for a minimum of eight (8) hours per day.
- It is essential that the incumbent exhibits and understanding of, and support for, the University's evangelical Christian mission.

#### ADA Requirements: Ability To

- Frequently move, transport, lift, push/pull and maneuver up to 75lbs
- Frequently walk, stoop, kneel, climb, crawl, crouch and bend
- Frequently be able to reach and work overhead
- Fine hand manipulation
- Performs duties in tight confines

- Detect and locate leaks and differentiate between common odors related to trade (gas, diesel fuel, oil, anti-freeze, pesticides, fertilizer, etc.)
- Visually detect and discern the needed materials to perform work as described above
- Respond to and initiate verbal communications
- Diagnose by careful listening
- Differentiate by touch-hot /cold

## About Eastern University

Eastern University is a Christian university of the arts and sciences that integrates faith, reason and justice for students in its undergraduate, graduate, Seminary, urban, professional and international programs. **Applicants should have a religious commitment compatible with its mission and be willing to support the mission and vision of the university.** The university complies with federal and state guidelines of nondiscrimination in employment; members of protected classes encouraged to apply.

## Background Checks

Standard University employees are required to complete the background clearance process. Employment is contingent upon the successful results of an employment background screening. The employment background screening may include but is not limited to your consumer credit history (for positions that work with the university finances or alumni funds only), verification of education and professional credentials, criminal history, driving history, residency, immigration status, performance, references, and other qualities pertinent to your qualifications for the following position.

Youth Clearances are required for positions with direct contact with children and essential personnel positions. Employees working with or around minor age children are required to complete the youth clearance process which includes the following four child protection clearances:

- 1) Affidavit;
- 2) FBI Criminal Record Check;
- 3) Pennsylvania Department of Human Services Child Abuse History Clearance and;
- 4) Pennsylvania State Police Criminal Record Check.

In accordance with state laws, Act 73 of 2007, Act 153 of 2014, Act 168 (relating to the Child Protective Services Law), school employees of Eastern University who will have "direct contact with children" must complete the background check process prior to employment. Results must be submitted within ten days of receipt.

## **Description Disclaimer**

This description is intended to describe the general level and nature of work performed by the person/people assigned to this position. It is not to be construed as an exhaustive list of duties and responsibilities of the person/people so assigned.