



# City of Live Oak

## Groundskeeper

POSITION TITLE	Groundskeeper
FUNCTIONAL AREA	Public Works Department
PAY RANGE	Minimum: \$31,200.00
	Maximum: \$49,986.66
CLASSIFICATION	Full-Time; Non-Exempt
APPROVED / UPDATED	

### General Summary

Performs routine manual labor in maintaining grounds and lawns. An employee in this class is responsible for keeping lawns mowed and clean, watering lawns and shrubs, planting flowers and shrubs and picking up leaves and trash. Duties include trimming and fertilizing shrubs and the operation of lawn maintenance equipment. May also assist in solid waste collection and street maintenance activities.

### Supervision Received and Exercised

This position is under the general supervision of the Street and Sanitation Crew Leader.

### Essential Duties and Responsibilities

- Trims and fertilizes trees and shrubbery; mows and edges lawns.
- Picks up trash.
- Waters lawns and shrubs; hoes, weeds and tends flowerbeds and gardens.
- Collects, loads and hauls trash.
- May operate a tractor or other grounds keeping equipment and implements.
- Performs related duties as required.

## Minimum Qualifications

### Education and Experience

- High school diploma or equivalent.
- Ability to perform minor repair and servicing of equipment.
- Knowledge of safety rules and regulations and the hazards of the work.
- Must pass a background check and drug test.

### Other Required Competencies

- May have to work overtime hours in the event of an emergency or if needed.
- Ability to safely operate a City vehicle.
- Ability to prepare required activity reports.
- Ability to understand and follow oral and written instructions.

### Working Conditions and Physical Factors

- Must be free from any disabling medical defects that would preclude operation of heavy equipment or engaging in heavy manual labor.
- Must be able to work outdoors in all climate conditions with full exposure to the elements.
- Requires the physical strength and agility to perform assigned tasks, which include but are not limited to, bending, twisting, walking, climbing, reaching above and below the shoulders, lifting and pulling, pushing or carrying objects which may weigh more than 50 pounds; may also walk on slippery and/or uneven surfaces and climb ladders.
- May be exposed to chemicals, solvents, dust, grease/oil, fumes, vibration and noise.
- Specific vision abilities required by this job include distance vision, peripheral vision and depth perception.
- Must be able to hear clearly even in a noisy environment.
- Physical strength and agility to operate equipment under adverse conditions.

*The minimum requirements may be waived by the City Manager. The City of Live Oak reserves the right to update and/or change this job description at any time. The City of Live Oak is an equal Employment Opportunity employer and Drug-Free Workplace.*