



SOCORRO INDEPENDENT SCHOOL DISTRICT

Department of Human Resources

JOB DESCRIPTION

Job Title: Groundskeeper I

Salary Block: 403

Reports To: Ground Supervisor/Grounds III

Terms of Employment: 239 Days

Exemption Status: Non-Exempt

Primary Purpose:

The primary purpose of this position is to maintain the district's grounds.

Qualifications:

Education/Certification/Requirements:

- High school diploma/equivalent or higher
- Valid Texas Operator's License

Special Knowledge/Skills:

- Physically able to lift 20 - 100 pounds
- Demonstrate ability to effectively communicate with district employees

Major Responsibilities and Duties:

1. Maintains and cares for school grounds.
2. Cultivates, fertilizes, waters and maintains lawns and flower beds as required.
3. Frames trees and trims hedges to promote growth and improve appearance.
4. Makes simple repairs of fences, outdoor chairs, benches, bleachers and other outdoor accommodations.
5. Works with other crew members in the construction of retaining walls and other rock walls as needed throughout the district.
6. Demonstrates punctuality and dependability on the job.
7. Works and cooperates with fellow workers.
8. Upholds and adheres to safety rules and policies of the SISD safety program.
9. Supports the goals and objectives of the school district and follows all district policies.
10. Demonstrates the ability to attend work on a regular and routine basis to avoid disruption to district operations.
11. Performs any other duties as assigned by the appropriate supervisor.
12. Provides optimal customer service to all students, employees, parents, community members and any other stakeholders of the district.

Mental Demands/Physical Demands/Environmental Factors:

Mental Demands: Reading; ability to communicate effectively (verbal and written)

Physical Demands/Environmental Factors: Strenuous walking, standing, and/or climbing; lifting and carrying; stooping, bending, kneeling, reaching; work outside and inside; work around moving objects; work on ladders and scaffolding; ability to operate motor vehicle; shift work

Groundskeeper I

This job description describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Evaluation: Performance of this job will be evaluated in accordance with the provisions of Board policy.

Employee Name (please print)

Signature

Date

Socorro Independent School District does not discriminate on the basis of race, color, religion, gender, sex, national origin, age, disability, military status, genetic information, or any other basis prohibited by law in its employment practices or in providing education services, activities, and programs, including career and technical education (vocational programs). For additional information regarding Socorro Independent School District's policy of nondiscrimination contact the Chief of Human Resources Officer: (915) 937-0201, 12440 Rojas Dr., El Paso, TX 79928.

ADOPTED: 3-5-85

AMENDED: 11-6-90, 3-2-93, 2-11-13, 10-5-16, 10-23-17, 9-25-19, 5-19-2020