

# Facilities Support Grounds



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**Reports to:** Director of M&O  
**Salary Schedule:** Schedule A  
**FLSA Status:** Hourly

**Bargaining Unit:** PSE of Wenatchee M&O  
**EEO Class:** Level 8  
**Revised Date:** 4/2011

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## **Summary:**

The Grounds Maintenance Worker maintains school grounds in top condition to ensure full and productive use of district facilities. To accomplish these tasks the Grounds Maintenance Worker must work closely with the staff and administration of Wenatchee School District.

**Essential Duties and Responsibilities:** Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Receives written work orders or verbal instructions from supervisor.
- Maintenance of playground facilities.
- Full range of landscaping including but not limited to mowing, edging, pruning, weed control both chemical and manual, fertilizing, sidewalk and parking lot cleanup of debris caused by landscaping activities and conditions.
- Irrigation system maintenance and troubleshooting.
- Athletic field striping and maintenance.
- Operates snow removal and sanding equipment to maintain sidewalks and parking lots.
- Communicate effectively with members of the district and community.
- React to change productively and handle other tasks as assigned.
- Appropriately operate all equipment and machinery as necessary.
- Drive service truck as required; load and unload materials and supplies.
- Assist departments in moving district material between properties.
- Performs related duties as assigned.

## **Working Conditions and Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, grasp or feel; reach with hands and arms; push and pull, and talk, hear and smell. The employee is frequently required to stoop, kneel, or crouch. The employee is occasionally required to sit and climb or balance. The employee must regularly lift and /or move up to 25 pounds, frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision and ability to adjust focus.

### **EDUCATION AND/OR EXPERIENCE**

High school diploma or general education degree (GED); or one to three months' related experience and/or training; or equivalent combination of education and experience.

A Washington State Patrol Criminal History Information Form, required by RCW 43.43.830, on file

### **COMPETENCIES**

To perform the job successfully, an individual should demonstrate the following competencies:

**Teamwork** - Exhibits objectivity and openness to others views; Gives and welcomes feedback; Contributes to building a positive team spirit; Puts success of team above own interests.

**Planning/Organizing** - Prioritizes and plans work activities; Uses time efficiently; Plans for additional resources; Conserves organizational resources.

**Computer Skills** – To perform this job successfully, an individual should have knowledge of web based inventory system.

**Customer Service** – Maintains professional demeanor when dealing with difficult or emotional situations; Responds promptly to staff, student and public needs; Solicits feedback to improve service; Responds to requests for service and assistance;

**Mathematical Skills** – Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

**Interpersonal Skills** - Keeps emotions under control; Remains open to others' ideas and tries new things. Shows respect and sensitivity for cultural differences; promotes a harassment-free environment.

**Oral and Written Communication** - Listens and gets clarification; Responds well to questions; Participates in meetings; Read and comprehend written and verbal instructions. Writes clearly and informatively.

**Professionalism** - Approaches others in a tactful manner; Reacts well under pressure; Treats others with respect and consideration regardless of their status or position; Accepts responsibility for own actions; Follows through on commitments.

**Quality** - Demonstrates accuracy and thoroughness; Looks for ways to improve and promote quality; Applies feedback to improve performance; Monitors own work to ensure quality.

**Safety and Security** - Observes safety and security procedures; Reports potentially unsafe conditions; Uses equipment and materials properly.

**Attendance/Punctuality** - Is consistently at work and on time; Arrives at meetings and appointments on time.

**Dependability** - Follows instructions, responds to management direction; Takes responsibility for own actions. Meets commitments, Follows policies and procedures.