

FNSBSD JOB DESCRIPTION	
<i>Job Title:</i> Grounds Technician	
<i>Supervisor:</i> Executive Director of Facilities	<i>Classification:</i> Classified (ESSA)
<i>Days/Months:</i> 12 months	<i>Grade:</i> 10S

Job Summary

This position requires a wide variety of semi-skilled work in maintaining and repairing school district grounds, fences, and playground equipment. Performs operator level maintenance on equipment used. Performs a planning, coordinating, and supervising role in many of the grounds maintenance functions. Performs independent job assignments as directed by projects and grounds manager.

Essential Job Functions

Performs routine grounds maintenance and repairs as directed.

Operates light and heavy equipment for plowing snow, mowing grass, moving earth, and general grounds repair.

Performs minor maintenance and preventive maintenance work on equipment.

Performs mid-apprentice level carpentry and other repair work on playground equipment to include sanding, painting, welding, and concrete work.

Assists in coordinating with contractors on fence repair, paving and other grounds related work.

Responsible for varying levels of planning, coordinating, scheduling and supervising grounds work throughout the district.

Maintains playground equipment and repair records.

Performs annual inspection and audit of playground equipment.

Non-Essential Job Functions

Performs other job-related duties as assigned.

Equipment Used

Working knowledge of equipment and tools associated with grounds maintenance, such as a skid/steer loader, dump truck, motor grader and front-end loader (25 ton) for snow removal and mowing grass, lawn mowers, weed eaters, chain saws, brush cutters, welder (gas and electric), and hand power tools.

Independent Decisions

Works alone or with other grounds personnel. Independent decisions made based on previous written or oral guidance and job experience. Schedules and coordinates work of temporary employees, prepares written schedule of work and evaluates work in progress and/or completed work. Has sufficient experience and knowledge to be crew lead during the summer season.

Primary Working Contacts

Regular contact to clarify work order requests and handle emergency situations. Coordinate with building administrators or other staff regarding work orders. May need to work around playgrounds and plow snow while students are present. Regular contact with parts and material vendors when ordering and acquiring parts and materials. May need to coordinate with contractors on small projects and snow removal.

Responsibility for Cash, Equipment, Safety

Safety precautions necessary in grounds maintenance. Responsible for field purchase orders. Responsible for operator level maintenance on grounds equipment.

Supervision Received and Exercised

Provides direction for one or more permanent grounds crewmembers under the general oversight of the executive director of facilities. Supervises temporary grounds crew during summer months. Receives daily oral and written instructions with overall supervision by projects and grounds manager.

Unusual Working Conditions

Working outdoors on snow removal in extreme cold. Sometimes works alone while operating tractor, skid/steer loader, or mowers. Extreme dust conditions are encountered when using sweeper brush and when mowing grass. Work shifts(s) may include early morning hours and/or weekends. During the winter snow removal season employee works the graveyard shift.

Evaluation

Annual written evaluation with occasional review of overall results and project status by projects and grounds manager.

Physical and Mental Demands

The physical demands of this position require frequent standing, walking, sitting, speaking, and hearing. Requires visual acuity to operate equipment and read technical and safety information. The employee is regularly required to reach with his/her hands and arms and occasionally lift items weighing up to 100 lbs. at least waist high. Must be able to use carts, ladders, dollies, and stools to assist in moving or shelving items. Must have physical fitness, strength, agility, and stamina to work on ladders, scaffolding, and roofs; be able to be on their feet for prolonged periods, and to do light to medium manual tasks such as digging, snow shoveling and furniture moving in a safe manner. Must have dexterity of hands and fingers to operate tools and equipment. Repetitive motions with wrists, hands, and fingers may also be required. Additionally, the employee must be able to communicate by oral and written means in an appropriate business manner and have cognitive skills to understand instructions, readily recall facts and details, handle conflict, and make effective decisions under pressure.

The Fairbanks North Star Borough School District is committed to providing reasonable accommodations, according to the applicable state and federal laws, to all individuals with qualified physical or mental disabilities.

Job Qualifications

The following are required:

1. High school education or equivalent.
2. Two (2) years of experience in grounds maintenance, landscaping or other related work.
3. Must have experience operating equipment.
4. Demonstrated skills in preparing and maintaining basic records and reports.

5. Must have math skills sufficient to perform basic math functions and use simple formulas such as determining square footage and using ratios correctly.
6. Must have computer skills sufficient to use the Physical Plant work order system and keyboarding speed of 15 wpm minimum.
7. Must have proven interpersonal skills sufficient to establish and maintain effective working relations with subordinates, supervisors, building staff and public.
8. Must have mechanical ability and knowledge to perform assigned duties with little supervision or training.
9. Must have a working knowledge of fertilizers, turf grass, and soil testing.
10. Must have physical fitness, stamina, and agility for heavy physical labor in all weather conditions for an extended period of time.
11. Must have and maintain a valid State of Alaska driver's license.
12. Must become certified as a playground safety inspector within one year of starting this position.

The following is preferred:

1. None

Additional Job Information

Fairbanks North Star Borough School District employees must possess the ability to read and write in English. This includes the ability to communicate in English with school staff, coworkers, and the public. Employees must also have the ability to comprehend and carry out oral and written directions and understand and follow English instructions and written documents.

The Fairbanks North Star Borough School District is an Equal Opportunity Employer.