

**CITY OF STUART  
JOB DESCRIPTION**

**Title:** GROUNDKEEPER

**Department:** Public Works Turf and Grounds Team

**Job Code:** 8110

**Grade:** I03

**Exempt Status:** Non-Exempt

**CHARACTERISTICS OF THE CLASS**

Under the supervision of the Team Leader, performs semi-skilled work in the maintenance and upkeep of grounds using a variety of hand tools, power tools and equipment. The incumbent receives assignments from the supervisor who indicates generally the work to be done, limitations, quality and quantity expected, and deadlines and priority of assignments. Work is reviewed through observation during and after completion for adherence to established policies and work progress.

**EXAMPLES OF ESSENTIAL FUNCTIONS**

1. Assists in the maintenance and repair of playgrounds, ball fields, park buildings and structures such as restrooms, tennis and racquetball courts, running track and playground equipment.
2. Mows, waters, places sod; rakes, trims hedges; edges; cleans restrooms; picks up trash and litter.
3. Trims trees and operates chain saw; work may involve operation of trucks and equipment.
4. Operates lawn tractors, mowers, saws, clippers and other hand tools used in maintenance work.
5. Applies fertilizer and insecticide to city property.

**NOTE:** The examples of essential functions as listed in this classification specification are not necessarily descriptive of any one position in the class. The omission of an essential function of work does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

**REQUIREMENTS**

**A. Training and Experience:**

Requires ninth (9th) grade education, supplemented with six (6) months experience in general grounds work, maintenance and repair, including the operation of mowers and equipment.

Must possess a valid State of Florida driver's license.

**B. Knowledge, Abilities and Skills:**

Knowledge of tools and equipment used in grounds and structures maintenance work.

Knowledge of occupational safety rules and regulations pertaining to the use of hand and power tools and equipment.

Ability to operate motorized equipment in a safe and effective manner.

Ability to follow oral instructions.

Ability to perform strenuous work in varying weather conditions.

Ability to write daily reports, correspondence and documentation as required.

**C. Physical Requirements:**

Task involves the regular, and at times sustained, performance of heavier physical tasks such as walking over rough or uneven surfaces, bending, kneeling, stooping, working in confined spaces, stretching, reaching and lifting or carrying moderately heavy (20-50 pound) items and occasionally very heavy (100 pounds or over) items; Tasks involve the frequent use of eye hand coordination and manipulative skills in performing a variety of tasks with the full range of hand and power tools and shop equipment; or the skilled and complex operation of heavy equipment calling for adherence to exacting standards of depth, grade, dimensions, and contours.

**Groundskeeper Turf and Grounds Team - continued**

**D. Environmental Requirements:**

Task requires that work be performed in adverse environmental conditions.

**E. Sensory Requirements:**

Task requires color perception and discrimination.

Task requires odor perception and discrimination.

Task requires depth perception and discrimination.

Task requires visual perception and discrimination.

Task requires oral communications ability.

Task requires texture perception and discrimination.

Groundskeeper Turf and Grounds Team - continued

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Human Resources Director

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Public Works Director

Received by: \_\_\_\_\_ Date: \_\_\_\_\_  
Employee