



Flour Bluff Independent School District Job Description

JOB TITLE: Ground Maintenance Worker

WAGE/HOUR STATUS: Nonexempt

NUMBER OF DAYS: 260

REPORTS TO: Grounds Supervisor

DATE REVISED: 01/2025

PRIMARY PURPOSE:

Maintain safe and attractive grounds and landscaping for the district.

QUALIFICATIONS:

Education/Certification:

- Must be able to obtain valid Texas commercial driver's license with passenger/school bus endorsement within 90 days.

Special Knowledge/Skills:

- Ability to read and understand written instructions.
- Ability to communicate (verbally).
- Ability to operate tractor and landscaping equipment.
- Ability to operate riding or power mower, power tools, and hand tools.

MAJOR RESPONSIBILITIES AND DUTIES:

Grounds and Landscaping:

1. Mow and detail all district grounds, including athletic fields.
2. Care for trees, shrubs, and flowers by watering, pruning, fertilizing, mulching, caring the beds, and controlling weeds.
3. Plant shrubs and vegetation.
4. Assist with the preparation of athletic fields for games, including chalking fields.
5. Water grounds and apply fertilizer.
6. Collect and dispose of leaves, dirt, rubbish, and refuse from district facilities.
7. Assist with the inspection, repair, and installation of sprinkler systems.
8. Operate tools and equipment according to prescribed safety procedures.
9. Follow established safety procedures and techniques to perform job duties, including lifting, climbing, etc.
10. Correct unsafe conditions in work area and report any conditions that are not correctable to supervisor immediately.
11. Help keep vehicles, equipment, and tools in safe operating condition.
12. Inspect and adjust tools and equipment for safety and efficiency and perform preventive maintenance as needed.

Other:

13. Transport workers and equipment to work sites throughout the district.
14. Maintain good working communications with co-workers and other staff members.
15. Maintain good attitude in difficult situations.
16. Help maintain cohesiveness among employees.
17. Perform duties in a timely and organized manner.
18. Project a professional image through demeanor and dress.
19. Comply with Maintenance/Transportation Department policies and procedures.
20. Comply with policies and procedures as outlined in employee handbook and addendum.
21. Maintain regular and reliable attendance.
22. Adhere to proper channels when communicating ideas, problems, etc.
23. Perform other duties as assigned.

Mental Demands/Physical Demands/Environmental Factors:

Tools/Equipment Used:

Tractor and mower, riding and power mower, gas-powered weed trimmer, blower, edger, sprayer, striping machine, garden and hand tools, posthole auger, aerator, light truck, or van.

Posture:

Frequent standing, kneeling/squatting, bending/stooping, pushing/pulling, and twisting.

Motion:

Frequent walking, climbing stairs/ladders/scaffolding, grasping/squeezing, wrist flexion/extension, and overhead reaching; frequent driving.

Lifting:

Heavy lifting and carrying (45 pounds and over) daily.

Environment:

Work outside and inside, on slippery or uneven walking surfaces; frequent exposure to extreme hot and cold temperatures, dust, toxic chemicals and materials, noise, vibration, and electrical hazards; work around machinery with moving parts; may work alone; regularly work irregular hours; occasional prolonged hours; frequent districtwide travel.

Mental Demands:

Maintain emotional control under stress.

The above statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list.