

**DEPARTMENT:** SCHOOLS, TOWNS, & VILLAGES  
**CLASSIFICATION:** NON-COMPETITIVE  
**APPROVED:** FEBRUARY 3, 2020

**GROUNDSPERSON**

**DISTINGUISHING FEATURES OF THE CLASS:** This work requires good knowledge of grounds maintenance practices. Assignments are outlined in detail and work is frequently checked by inspection. Work is performed under the general supervision of a superior usually leaving details to be worked out independently. May exercise supervision over one or more subordinates. Performs skilled manual work in grounds maintenance activities; does related work as required.

**TYPICAL WORK ACTIVITIES:**

1. Mows lawns and trims hedges;
2. Rolls, re-seeds and fertilizes lawn;
3. Removes paper and litter from grounds;
4. Transplants seedlings;
5. Operates a variety of grounds maintenance equipment;
6. Plants and cares for trees, shrubs and flowers;
7. Removes snow and ice from sidewalks, driveways, steps and building entrances;
8. Performs a variety of related grounds maintenance tasks including preparation and maintenance of grounds for sports;
9. Performs cleaning duties in buildings when assigned;
10. Performs laborer duties when assigned;
11. May be assigned to keep simple records pertaining to this field;
12. Makes minor repairs on all grounds related equipment including sharpening blades and cutters, engine tune-ups, and maintains a constant preventive maintenance program on such equipment.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:** Good knowledge of grounds maintenance practices and techniques; ability to operate commercial grade motorized equipment used in the grounds maintenance activities; ability to adhere to safety precautions when operating potentially harmful tools and/or equipment; ability to follow written and oral instructions; ability to lift more than fifty (50) pounds; willingness to perform routine, sometimes strenuous, manual work; willingness to work in adverse weather conditions; sound judgment; integrity; initiative; physical endurance; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:**

Completion of a standard grade school course and one (1) year of experience in grounds maintenance work which also involved six (6) months use of motorized grounds equipment.

**SPECIAL REQUIREMENT AT TIME OF APPOINTMENT AND FOR DURATION OF EMPLOYMENT:** Possession of a valid New York State Motor Vehicle License to operate vehicles used in this field. Requirement waived only when application is accompanied by an administrative letter stating that this special requirement is not applicable.

**NOTE:** Verifiable part-time and/or volunteer experience in home grounds maintenance will be pro-rated towards meeting the experience requirements.