

GARRETT COUNTY GOVERNMENT

JOB DESCRIPTION

JOB TITLE: Grounds Worker- Contractual
DEPARTMENT: Public Works
DIVISION: Facilities and Maintenance
REPORTS TO: Facilities and Maintenance Manager
FLSA STATUS: Non-Exempt

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

JOB SUMMARY:

The Grounds Worker performs tasks using power equipment and hand tools in the maintenance of County properties related to grounds clean up, mowing, and stormwater pond maintenance.

ESSENTIAL JOB FUNCTIONS (not all inclusive):

- Mow lawns, trims weeds, and rakes leaves as assigned.
- Pick up and remove trash prior to mowing a designated area.
- Trim bushes, shrubs, and hedges.
- Prepare soil and plant flowers, bushes, hedges, or shrubs.
- Plant trees and prune trees when necessary.
- Cut and remove trees as needed.
- Apply fertilizer, pesticides, and herbicides as directed.
- Complete snow removal tasks such as shoveling sidewalks, steps, and doorways as needed during winter months.
- Operate snowblower or snowplow to clear roads, and parking lots.
- Perform routine maintenance on power equipment.
- Perform other related duties as assigned.

QUALIFICATION:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and Experience:

- High school diploma or equivalent.
- Previous experience preferred.

Knowledge, Skills, and Abilities:

- Ability to operate various types of power equipment including lawnmowers, trimmers, hedge trimmers, leaf blowers, and other landscaping equipment.
- Ability to use hand tools required for landscaping.
- Ability to follow instructions and complete assignments.

- Excellent time management skills.
- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, procedure manuals and product safety labels.
- Must possess the ability to add and subtract two-digit numbers and to multiply and divide with 10's and 100's. Must also have the ability to perform these operations using units of American money and weight measurement, volume, and distance.
- Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions.

Certificates and Licenses:

- Valid driver's license

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

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 accommodation 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, and reach with hands and arms. The employee frequently is required to stoop, kneel, crouch, or crawl and talk or hear. The employee is occasionally required to climb or balance. The employee must regularly lift and / or move up to 50 pounds. Specific vision abilities required by this job include close vision, color vision, peripheral, depth perception, and ability to adjust focus. Must be physically able to operate power equipment.

The work environment characteristics described here are representative of those an employee encounters while performing 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 frequently exposed to fumes or airborne particles and outside weather conditions. The employee is occasionally exposed to wet and / or humid conditions. The noise level in the work environment is usually moderate.