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| **Job Description**  **Position Title**: Grounds Worker  **Location:** District-wide  **Department**: Buildings and Grounds  **Reports To**: Buildings and Grounds Supervisor  **Term:** Ongoing12-month position  **Schedule:** M-F Full-time  **Salary:** Position will follow [2023-2024 Classified Salary Schedule](https://www.west-fargo.k12.nd.us/cms/lib/ND02203445/Centricity/domain/103/salary/2023-2024%20Classified%20Salary%20Schedule.pdf)  **Date of last review**: November 2023 |

***SUMMARY***: The Grounds Worker performs various maintenance duties necessary to maintain and enhance the value of the West Fargo Public Schools (WFPS) district grounds and properties. The Grounds Worker is responsible for completing various maintenance tasks to ensure smooth functioning of systems and equipment for successful daily operations. The Grounds Worker also strives to provide safe and functional conditions for learners, educators, district staff, and the general public.  
  
***QUALIFICATION REQUIREMENTS:*** *To perform this job successfully, an individual must be able to perform each essential duty and requirement satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required for the role. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

***ESSENTIAL DUTIES AND RESPONSIBILITIES:*** *(Other duties may be assigned)  
Collaboration:*

* Partners with other Buildings and Grounds personnel with repairs and upgrades to buildings and other district facilities.
* Supports Buildings and Grounds by supporting the Deliver Driver position on an ad hos basis.

*Communication:*

* Regularly communicates with supervisor and peers to assist in fostering a connected workplace environment.

*Compassion:*

* Understands the complexities of cultural and global issues and how they relate to employee and learners’ experiences.

*Creativity:*

* Connects with team members and shares ideas in an effort to improve the overall employee experience.

*Critical Thinking:*

* Performs seasonal preventative maintenance including areas such as playground equipment, fencing, trees, irrigation, etc.
* Performs conditioning and preparation of track, football, softball, baseball, soccer fields, and other outdoor activities.
* Orders and maintains stock of parts and supplies in order to ensure there are no interruptions or delays in completing tasks.

*Reflection:*

* Maintains communication with supervisor and director regarding general feedback, career advancement opportunities, and areas of growth opportunities.

*Resilience:*

* Maintains composure while dealing with stressful situations.
* Proactively seeks out resolutions and takes initiative to resolve knowledge gaps.

*Responsibility:*

* Performs the grounds duties for regular maintenance and upkeep including mowing, trimming, spraying, and landscaping maintenance.
* Maintains district grounds, walks, and parking areas for safe and efficient use.
* Performs snow removal utilizing various types of applicable equipment.
* Operates grounds maintenance and equipment including skid steer, mowers, and tractors.
* Performs general grounds maintenance on parking lots, driveways, sidewalks, and playgrounds.

***PHYSICAL DEMANDS AND WORK ENVIRONMENT:*** *The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

* While performing the essential duties and responsibilities of this role, the employee is regularly required to reach with hands and arms.
* While performing the essential duties and responsibilities of this role, the employee is regularly required to stand, walk, bend, talk, and hear.
* The specific vision abilities required for this role include close and peripheral vision.
* The employee must be able to lift at least 50 pounds unassisted.
* The employee must work with the public and various WFPS staff while simultaneously managing several competing demands.
* The employee will be working outdoors and will be exposed to the applicable elements.
* The employee will be working in an environment with a noise level from quiet to loud. For example, while operating equipment or in loading zones/areas.
* The employee must be able to climb ladders up to twenty feet in height.

***Education and/or Experience:***

* High School diploma or GED is required.
* Associates degree in Horticulture or two+ years of experience with irrigation or sports turf maintenance is preferred.
* Valid Driver’s License
* Ability to obtain Class B license within 1 year of hire date is preferred.
* North Dakota Commercial Pesticide Applicator License, or ability to obtain within 1 year of hire date is preferred.
* Experience with the repair and operation of buildings and facilities.
* Experience with equipment operation and snow removal.

***Language Skills:***

* Ability to read, write, and comprehend simple instructions and short correspondences in the English language.
* Ability to communicate effectively verbally, expressively, and reactively.

***Other Skills and Abilities:***

* Exercise confidentiality, discretion, and good judgement.
* Adhere to the assigned work schedule by maintaining regular and punctual attendance.

***SUPERVISORY RESPONSIBILITIES:***

* None.