

Groundskeeper Senior – Facilities (UY4058)

Equipment Operator

Job Overview:

The Groundskeeper Sr./Equipment Operator is responsible for the safe and proper operation of campus equipment, including but not limited to, street sweepers, leaf vacuums, backhoe, large mowers, power brooms, snow plows and tractors, as well as clearly understand the standard operation procedures and functionality of the equipment. This person is also responsible for the maintenance of University grounds which may include sod laying, mowing, trimming, planting, watering, fertilizing, digging, raking, mulching, pruning as well as all activities/tasks required to maintain various zones on campus.

Primary Duties and Responsibilities

The following duties are customary for this position, but are not to be construed as all-inclusive. Duties may be added, deleted and assigned based on management discretion and institutional needs.

- Operates University vehicles, powered equipment and heavy machinery (e.g. Backhoe, skid steer, tractors, reel mower, zero turn mower, street sweeper, scrubbers, buffalo blower, snow equipment) safely and effectively
- Plants or maintains vegetation through activities such as mulching, fertilizing, watering, mowing, seeding, sodding and sprigging of campus lawns
- Provide proper upkeep of hard surfaces, fountains, storm drains and other grounds features
- Mows lawns and trims grass around walks, flower beds and walls
- Prunes shrubs and trees to shape and improve growth
- Removes damaged leaves, branches, and twigs using mowers, tractors and other hand and power tools
- Lays out and tends flower beds or other decorative vegetation
- Plants, fertilizes, waters and uses herbicides and insecticides to maintain grass, flowers, trees and shrubs
- Removes snow and ice from walks and driveways
- Spreads salt, picks up litter, rakes, and removes leaves from campus
- Cleans drainage ditches and culverts
- Maintains driveways and parking lots
- Repairs fences, gates, walls, irrigation system, walks and outbuildings using carpentry, masonry and painting tools
- Operates and maintains University Vehicles and powered equipment such as mowers, tractors, twin-axle vehicles, snow blowers, snow plows, chain saws, backpack blower, electric clippers, sod cutters and pruning saws
- Attends training programs (classroom and virtual) as designated
- Complies with all company safety and risk management policies and procedures
- Reports all accident and injuries in a timely manner
- Participates in regular safety meetings, safety training and hazard assessments
- Applies all applicable OSHA and related local safety requirements to all assigned work
- May perform other duties and responsibilities as assigned

Experience/Knowledge:

- High School diploma, GED equivalency required
- Minimum of four years of similar equipment operation in addition to landscaping experience on a campus/park/golf course or similar area
- Must be able to maintain status to drive University Vehicles (qualify for and remain eligible to be on the Approved Driver List)

Skills/Aptitude:

- Mechanical & operational knowledge of all machines & tools related to groundskeeping including small engine equipment, large grounds equipment and heavy machinery
- Ability to provide the highest level of customer service skills to both internal and external customers
- Ability to present self in a highly professional manner to others and understands that honesty and ethics are essential
- Ability to maintain a positive attitude
- Ability to communicate with co-workers and other departments with professionalism and respect
- Being reliable, responsible, dependable and able to fulfill obligations
- Being careful about detail and thorough in completing work tasks
- Maintaining composure, keeping emotions in check, controlling anger, and avoiding aggressive behavior, even in very difficult situations
- Maintains high standards for work areas and appearance
- Must comply with dress code requirements
- Adhere to all Sodexo policies and regulations

Physical Requirements:

- Ability to perform physical activities that require the employee to stand, walk, use hands to grip/move objects, tools or controls; reach with hands and arms; climb or balance, stoop, kneel, crouch or crawl; talk or hear and smell
- Ability to work near moving mechanical parts, being exposed to fumes or airborne particles, toxic or caustic chemicals, extreme cold, extreme heat, risk of electrical shock and vibration
- Close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus, with or without corrective lenses
- Must be able to work some nights/weekends/holidays which will require occasional overtime
- Significant walking or other means of mobility
- Must be able to perform strenuous physical labor, which includes heavy lifting, carrying up to 40 lbs, bending, reaching, stooping, pushing and pulling

Working Conditions (may add additional conditions specific to defined work location):

- Requires long hours outside year round

Employee signature below constitutes employee's understanding of the responsibilities, qualifications, requirements and working conditions of the position.

Employee _____ **Date** _____
(Employee's Name)

Manager _____ **Date** _____