



Groundskeeper Personnel Job Description

Job Purpose

G C SCHOOL BOARD

- Responsible for maintaining school grounds, athletic facilities, playgrounds, and exterior areas in safe, clean, and attractive condition to ensure full and productive use of district facilities.
- Supports the educational environment by maintaining outdoor spaces that are functional, hazard-free, and visually appealing.
- Works cooperatively with district staff and administration to promote safety, health, and community pride in school properties.

Knowledge, Skills and Abilities

- Knowledge of grounds maintenance practices, including mowing, trimming, turf management, planting, and seasonal landscape care.
- Knowledge of safe handling and application of fertilizers, herbicides, and pesticides in accordance with regulations of the Mississippi Department of Agriculture and Commerce.
- Ability to operate and perform routine maintenance on grounds equipment such as commercial mowers, tractors, trimmers, blowers, and edgers.
- Ability to prepare and maintain athletic fields, including measuring and striping fields according to regulation standards.
- Ability to identify and report safety hazards such as damaged playground equipment, drainage issues, or debris.
- Ability to initiate and complete work orders.
- Ability to read chemical labels and Safety Data Sheets (SDS).
- Ability to communicate effectively with staff and the public.
- Ability to work indoors and outdoors year-round in varying weather conditions, including heat, cold, humidity, dust, and noise.
- Ability to stand, walk, stoop, kneel, bend, climb, balance, and lift or move heavy materials and equipment.
- Ability to drive and operate mechanical vehicles and equipment safely.

Minimum Qualifications

- High School Diploma or equivalent preferred.
- Experience in grounds-keeping, landscaping, or building and grounds operations preferred.
- Valid Mississippi driver's license and ability to qualify under the district's insurance carrier when operating a district vehicle.
- Ability to obtain and maintain any required certifications, including pesticide applicator licensing if assigned those duties.
- Must successfully pass a criminal background check and fingerprinting as required by Mississippi Code § 37-9-17.

Duties and Responsibilities

- Demonstrates prompt and regular attendance.
- Mow, trim, edge, and maintain lawns and landscaped areas at all district facilities.
- Plant, prune, fertilize, and maintain trees, shrubs, flower beds, and other landscape features.
- Prepare, stripe, and maintain athletic fields and playing surfaces.
- Remove trash, leaves, and debris from campuses, walkways, parking lots, and playgrounds.
- Inspect playgrounds, bleachers, exterior structures, and grounds for safety hazards and report concerns.
- Operate and maintain grounds equipment; perform routine servicing such as cleaning, blade sharpening, and fluid checks.
- Assist with irrigation system monitoring and minor repairs to ensure proper watering of grounds.
- Support seasonal tasks including pressure washing, storm preparation, and drainage clearing.
- Assist with delivery of supplies to district facilities as assigned.
- Recommend supplies and equipment needed for grounds operations.
- Ensure compliance with district safety guidelines and health regulations.
- Perform other job-related duties as assigned by the immediate supervisor or Superintendent.
- Limited travel to and from meetings or district sites may be required.
- Adhere to the Mississippi Educator Code of Ethics and all district policies and procedures and supports the George County School District Core Beliefs and Mission

Reports to: Maintenance Director or Building Administration

Supervises: None

Terms of Employment: 240 Days / At Will

FLSA Status: Non-Exempt

DISCLAIMER: The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to this job.

	Employee's Printed Name
	Employee's Signature
	Date
	Supervisor's Signature
	Date