

Wright State University
BARGAINING UNIT JOB SPECIFICATION
Grounds Maintenance Worker 1 (GRMW1)

I. JOB INFORMATION

Job Title: Grounds Maintenance Worker 1 (GRMW1)

Job Class: 75016 FLSA Status: Non-Exempt Bargaining Unit: TM

II. JOB SUMMARY

Under direct supervision, performs duties associated with the Grounds Maintenance occupation.

VI. PRIMARY DUTIES AND RESPONSIBILITIES

- **Performs general grounds maintenance duties to include the care of turf grass, trees, shrubs, flowers, plants and hard surfaces.**
- **Mows, waters, fertilizes and maintains lawns. Sows seed and lays sod.**
- **May operate a wide variety of grounds maintenance motorized and non-motorized equipment, which may include trucks, tractors, mowers, air compressors, paint machines, rollers, brush chippers, chain saws, vacuums, blowers, tillers, power sprayers, snow blowers, snowplows, snowbrushes and weed eaters.**
- **Performs snow and ice control duties; may drive trucks or other equipment with snowplow and salt spreading attachment.**
- **Cleans and maintains flower beds and border areas such as fence lines, ditches and around buildings as directed.**
- **Collects and removes debris from campus grounds, parking lots, roadways, walkways and buildings.**
- **Maintains parking lots and roadways including pavement patching and striping, and sign installation.**
- **Assists in snow and ice removal.**
- **Performs concrete installation and repair.**
- **Performs miscellaneous duties; operates two-way radio; may clean garages and storage compound; fuels and cleans trucks and cleans tools.**

Note: This is not an inclusive list of duties and responsibilities.

IV. MINIMUM EDUCATION, EXPERIENCE, KNOWLEDGE, SKILLS, AND ABILITIES

A high school diploma or equivalent, and one year of full-time experience in grounds maintenance industry are required. Ability to operate motorized grounds maintenance equipment is required

and must be demonstrated. Must be able to calculate basic math, including fractions, decimals and percentages. Must be able to read, write and comprehend common vocabulary..

V. WORKING CONDITIONS

Conditions may require walking, stooping, climbing, pushing, pulling, heavy lifting (less than or equal to 65 pounds), high climbing, bending, working in awkward positions handling equipment and materials. There may be frequent exposure to extreme temperatures and/or weather conditions. Exposure to toxic gas, chemicals, high pressure gases, dangerous machinery, fumes and contact with insulation, dust particles and asbestos, and danger of electrical shock may exist. Any combination of overtime, shift work, weekend and holiday work may be required. This position may be designated as essential and/or the employee may be required to provide a means to be contacted during non-duty hours for emergencies.

VI. WSU TESTING/EXAMINATIONS REQUIRED

A pre-employment physical examination may be required before original appointment. An annual physical exam may be required.

VII. CERTIFICATIONS OR LICENSURE(S) REQUIRED*

- Must currently have possessed a valid U.S. driver's license for at least one year*.

*Employees who operate University vehicles, or as a condition of employment, whose jobs require that they operate University vehicles, or that they operate their personal vehicles on University business, are subject to Wright Way Policy #2601, and must consistently meet the requirements of Risk Management for employees who drive under these circumstances.

This specification is intended to illustrate the level of complexity and kinds of job duties that may be assigned to positions with this classification title, and should not be interpreted to describe all the duties that may be included in a job description.