

# Red Wing Public Schools Position Description

## Groundskeeper / Arena Worker

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### General Information

Department:	Buildings and Grounds
Unit:	Custodial / Engineer / Maintenance Personnel
Immediate Supervisor:	Director of Buildings and Grounds
Grade Placement:	9
FLSA Status:	Non-Exempt

### Position Summary

The Groundskeeper / Arena Worker is responsible for participating in the daily operation and maintenance of all athletic fields, grounds, and maintenance of grounds and arena equipment.

### Essential Duties and Responsibilities

1.	<p>Participates in the maintenance, care and repair of district grounds.</p> <ul style="list-style-type: none"><li>a) Sets up sports facilities and fields in accordance with athletic specifications.</li><li>b) Repairs and/or installs playground equipment.</li><li>c) Builds retaining walls, installs signage, or other related activities.</li><li>d) Edges, mows, and fertilizes lawns. Maintains and monitors watering needs and the operation of irrigation systems.</li><li>e) Calculates and applies pesticides according to industry safety procedures.</li><li>f) Maintains pathways and roads. Patches pot holes, cleans drains, and removes debris.</li><li>g) Operates power equipment such as edges, hedge trimmers, chain saws, tractors, loaders, as necessary.</li><li>h) Makes repairs to equipment and irrigation systems.</li><li>i) Assists in the custodial maintenance of the stadium including athletic field and bathrooms after events.</li></ul>
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2.	<p>Participates in various arena care and maintenance activities including:</p> <ul style="list-style-type: none"> <li>a) Resurfaces and operates the ice resurfacer.</li> <li>b) Performs various custodial activities.</li> <li>c) Assists in maintaining refrigeration, ice surfaces, and mechanical equipment/systems.</li> <li>d) Maintains ice resurfacers by greasing bearings, changing oil, checking hydraulic hoses, changing blades and LP tanks, and related tasks.</li> <li>e) Performs daily maintenance on ice surfaces by edging, shaving, flooding and maintaining proper ice thickness.</li> <li>f) Repairs boards, glass, Plexiglas, nets, scoreboards, PA systems, etc.</li> <li>g) Maintains refrigeration system by recording daily logs, water treatment testing, chemical feed systems, water softeners, cooling towers, and making repairs, as necessary.</li> <li>h) Sweeps and mops floors and stairways; strips, cleans and finishes floors; cleans bleachers, glass and locker rooms, fountains, etc.</li> <li>i) Removes rubbish from building and grounds.</li> </ul>
3.	<p>Performs other duties of a comparable level or type, as assigned by the Director of Building and Grounds, Arena Manager or Lead District Groundskeeper.</p>

### **Required Education, Training, and Work Experience**

- Required Education / Training: High school diploma or GED
- Degree Information: Not applicable
- Major Field of Study or Degree Emphasis: Not applicable
- Required Work Experience: Minimum of 1 year of grounds and/or maintenance experience
- Licenses / Certifications Required:
- Valid driver’s license in Minnesota
  - Non-Commercial Applicator’s License
  - Others may be required depending on district needs and assignments

## **Essential Knowledge Required to Perform the Essential Functions of the Position**

- Use and operation of all equipment required in the performance of the job.
- Safety precautions and risk management procedures and proper lifting mechanics.
- Application, use and proper storage of all chemicals used in performance of the job.
- Cleaning techniques and materials.
- Floor and carpet care.
- Basic computer skills in the monitoring building equipment.
- Hand, power, and equipment operation applicable to trade.
- Fundamentals of turf control and ground maintenance activities.
- Preventive maintenance practices.
- Athletic field layouts and maintenance.
- Chemicals used in fertilizing and weed control.
- Fundamentals of general carpentry, masonry, landscaping functions associated with grounds and arena maintenance, repair and custodial activities.
- Refrigeration systems, irrigation systems, vehicle maintenance and small engine repair, welding and basic hydraulic repair.

## **Essential Skills Required to Perform the Work**

- Oral and written communication skills.
- Establishing and maintaining effective working relationships with staff, coaches, principals, and arena manager and co-workers.
- Performing job responsibilities in accordance with scheduling and instructions.
- Performing all custodial, grounds and arena worker functions.
- Basic math skills.
- Using hand and power tools applicable to trade.
- Maintaining athletic fields, laying out and marking athletic fields.
- Operating equipment used in lawn care including lawn mowers, fertilizing and weed control, irrigation systems, refrigeration systems, and all other equipment and vehicles necessary in performance of the job.
- Operating all vehicles used in performance of the job including trucks, tractors, ice resurfacers, and snow removal vehicles.
- Reading, understanding, and following safety procedures.
- Performing general and basic carpentry, masonry, and mechanical work.
- Performing basic welding.
- Maintaining, sealing and striping parking lots.

## Typical Physical Demands for this Position

Summary of Physical Job Requirements:

Physical requirements associated with the position can be best summarized as Medium Heavy Work: Exerting up to 50 pounds of force frequently and/or up to 25 pounds of force constantly to lift, carry, push, pull, or otherwise move objects in the performance of the job. Team lifting up to 100 pounds.

Physical Job Requirements:

	Amount of Time Spent			
	None	1/3 or Less	1/3 to 2/3	Over 2/3
<b>Physical Activities</b>				
Stand			X	
Walk				X
Sit		X		
Use hands to finger, handle or feel				X
Reach with hands arms				X
Climb or balance			X	
Stoop, kneel, crouch or crawl			X	
Talk or hear			X	
Taste or smell		X		
<b>Lifting / Forcing Exerted</b>				
Up to 10 pounds				X
Up to 25 pounds				X
Up to 50 pounds			X	
Up to 100 pounds	X			
Over 100 pounds	X			

Unusual or Hazardous Working Conditions Related to Performance of Duties:

Working with grounds equipment poses potential risks and requires being aware of hands, limbs and clothing in relation to moving mechanical parts to prevent injury. Weed control, pesticides, and fertilization poses potential risks for inhalation of fumes, chemical burns and skin absorption. Dangers are inherent in driving and operating large vehicles such as trucks and snow removal equipment. Proper body mechanics must be utilized when lifting to prevent injury. Must be able to climb and use ladders.

The work environment involves exposure to potentially dangerous materials, equipment and situations that requires following extensive safety precautions and may include the use of protective equipment. Duties involve working outdoors in all sorts of weather and environmental conditions and subject to irregular hours to meet arena/sporting event schedules and needs.

## Classification History and Approval

Created: 6/2014 by Bjorklund Compensation Consulting

Revised: 4/15/16