



Provincial Job Description

TITLE:
(115) Groundskeeper

PAY BAND:
7

FOR FACILITY USE:

SUMMARY OF DUTIES:

Provides seasonal care to grounds, parking lots, building access areas and related equipment.

QUALIFICATIONS:

- ◆ **Grade 10**

KNOWLEDGE, SKILLS & ABILITIES:

- ◆ **Ability to work independently**
- ◆ **Valid drivers license**

EXPERIENCE:

- ◆ **Previous: No previous experience.**

KEY ACTIVITIES:

A. Grounds Maintenance

- ◆ **Conducts landscaping projects (e.g., planting annuals, perennials, shrubs and trees).**
- ◆ **Waters and fertilizes gardens, lawns and trees.**
- ◆ **Cultivates and maintains gardens, flower beds.**
- ◆ **Maintains lawns.**
- ◆ **Prunes, trims hedges and trees.**
- ◆ **Performs pest control.**
- ◆ **Applies herbicides and insecticides.**
- ◆ **Sweeps sidewalks, parkades and driveways.**
- ◆ **Removes garbage, leaves and other refuse.**
- ◆ **Paints (e.g., curbs, rails and fences.)**
- ◆ **Removes snow/ice and salts/sands walkways.**
- ◆ **Installs and replaces signs.**

B. Servicing Grounds Equipment

- ◆ **Repairs and performs preventative maintenance on all grounds equipment.**
- ◆ **Operates and maintains irrigation systems (e.g., seasonal maintenance).**
- ◆ **Maintains grounds keeping storage areas/buildings.**

C. Related Key Work Activities

- ◆ **May show others how to perform tasks or duties by familiarizing new employees with the work area and processes.**
- ◆ **Recycles glass/bottles.**
- ◆ **Stores and disposes of hazardous substances (e.g., solvents, oils, pesticides).**
- ◆ **Delivers and picks up supplies.**

The above statements reflect the general details considered necessary to describe the principal functions of the job and shall not be construed as a detailed description of all related work assignments that may be inherent to the job.

Any revisions of this document recommended by the Joint Job Evaluation Maintenance Committee must be approved by the Parties.

Validating Signatures:

CUPE:

SEIU:

SGEU:

SAHO:

Date: June 26, 2005

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