



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, flowerbeds.
- ◆ 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.
- ◆ Cleans up and disposes of biological waste.
- ◆ Paints (e.g., curbs, rails and fences.)
- ◆ Removes snow/ice and salts/sands walkways.
- ◆ Installs and replaces signs.
- ◆ Assists with minor repairs to sidewalks, roadways and helipad.

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.

Validating Signatures:

CUPE:

SEIU:

SGEU:

SAHO:

Date: February 13, 2019