

**DEPARTMENT:** NORTH TONAWANDA SCHOOL DISTRICT  
**CLASSIFICATION:** NON-COMPETITIVE  
**APPROVED:** 2/21/96

**HEAD GROUNDSKEEPER**  
**(North Tonawanda)**

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for supervision and participating in a variety of maintenance activities necessary for the proper care and upkeep of all school district athletic fields and grounds. Work is performed under the general supervision of the Superintendent of Buildings and Grounds with considerable leeway allowed for the exercise of independent judgment in carrying out assignments. Direct supervision is exercised over the work of Groundskeepers and other subordinate personnel. Does related work as required.

**TYPICAL WORK ACTIVITIES:**

Assigns Groundskeepers and other subordinates to regular and special grounds maintenance duties;  
Oversees and participates in the mowing, trimming and raking of lawns and athletic fields;  
Inspects all district grounds and consults with the Superintendent of Buildings and Grounds regarding unusual problems;  
Supervises and assists in snow removal, sanding and salting activities for school district walks, driveways and parking areas;  
Supervises and participates in the rebuilding, fertilizing and seeding of lawns;  
Leads in the layout, marking and maintenance of athletic fields;  
Keeps district grounds free of litter and debris;  
Oversees the maintenance program for all grounds equipment;  
Directs the erection of traffic signs and painting of markings on district roadways and parking areas;  
Delivers equipment and supplies;  
Supervises and may perform the collection and disposal of rubbish.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Thorough knowledge of grounds maintenance practices and techniques;  
Good knowledge of the operation and maintenance of manual and mechanical equipment used in grounds maintenance and snow removal;  
Ability to plan and supervise the work of others;  
Ability to understand and follow oral and written instructions;  
Willingness to work outdoors, occasionally under adverse weather conditions;  
Dependability;  
Physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:**

Three years of experience in park or grounds maintenance activities.