



Job Title: Grounds Manager

Exemption Status/Test: Non-Exempt

Reports to: Assistant Director

Date Revised: April 19, 2016

Dept. /School: Maintenance/Grounds

Primary Purpose:

Oversee all of Grounds Maintenance Operations and budgets including mowing, landscaping, irrigation, athletics, herbicide/pest control, fertilizing, playground/fence, concrete, welding, equipment repairs, and inventory. Manager must be able to oversee contractors and obtain quotes.

Qualifications:

Education/Certification:

College degree in related field or equivalent work experience
Current TDA/Structural herbicide/pesticide license
Valid Texas Driver License with a good driving record/ CDL Required
Bilingual preferred

Experience:

Minimum ten (10) years' experience of management
Five (5) years' experience in the care and maintenance of athletic fields, turf, or recreation areas
Experience with irrigation system operation and trouble shooting

Special Knowledge/Skills:

Knowledge of SPSC guidelines and ASTM standards
Knowledge of operation of Heavy Equipment
Knowledge of city codes and permit requirements
Good communicator
Should be able to work and learn from others
Ability to manage a large staff including hiring and reprimanding
Ability to train employees and staff on each of the areas overseen
Ability to follow directions
Ability to handle high-volume, fast paced work loads
Ability to get along with others
Ability to complete task in a timely manner
Willing to complete other duties as assigned

Mental Demands/Physical Demands/Environmental Factors

Tools/Equipment Used: Must be skilled with a variety of lawn tools

Motion: Ability to climb on and off equipment

Lifting: Frequently lift 10 to 80 pounds

Mental Demands: Maintain emotional control under stress

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsible and duties that may be assigned or skills that may be required.