

University of Houston – Clear Lake

Position Description

Job Title: **Groundskeeper**

Job Code: **8808**

Pay Grade: **010**

FSLA: **NE**

Location: **UHCL**

Retirement Program: **TRS**

QUALIFICATIONS

	REQUIRED	PREFERRED
Education	Read and speak simple English	High school diploma or GED.
Experience		Two years groundskeeping experience.
License/Certification	Class "C" drivers license.	

This position may be security sensitive requiring a background check of the final candidate.

POSITION SUMMARY

Keep campus clean of all trash and debris, mow and edge around all buildings, roadways, sidewalks and parking lots. Keep storm sewers clean during inclement weather. Subject to appointment to hurricane ride-out crew. Assist other employees. Other duties as assigned.

Duties and responsibilities	% Time
Mow and edge all campus lawn areas.	50
Use weedeater around all trees, light poles, ditch lines and curbs on campus.	15
Pick-up litter on campus	15
Power blow all hard surfaces.	10
Pressure wash all buildings, sidewalks, and curbs. Assist other employees as needed. Meet with supervisor.	10

This position description describes the general qualifications, duties and responsibilities of work being performed.