

NANTUCKET PUBLIC SCHOOLS

Job Description

TITLE: **GROUNDS SUPERVISOR**

REPORTS TO: **Director of Facilities**

TERMS OF EMPLOYMENT: **Full-time**

JOB SUMMARY: Supervises and trains grounds maintenance staff, oversees grounds/ general exterior maintenance and day to day operations to assure grounds and related operations are maintained and operated in a safe, clean and cost effective manner.

QUALIFICATIONS:

1. Requires high school diploma or its equivalent in area of specialty.
2. General knowledge of grounds and turf management concepts, practices and procedures. Includes demonstrated experience with fertilizer, herbicide, pesticide applications and irrigation operation and maintenance.
3. Must have proven track record demonstrating the ability to plan and execute goals and projects. A wide degree of creativity is expected.
4. Must have basic computer skills.
5. Must valid Mass Driver License.
6. Must be able to operate, maintain and troubleshoot various types of grounds equipment.
7. Must be able to work occasional nights and weekends.

RESPONSIBILITIES:

1. Overall grounds responsibility including athletic fields, playgrounds, parking lots, garages, sheds, and storage areas.
2. Responsible for striping and lining athletic fields.
3. Responsible for maintenance plans of all grounds vehicles and equipment.
4. Purchases and maintains grounds supply inventories – fuels, parts, field paints, field turf treatments, landscape materials, tools, etc.
5. Responsible for snow removal and sanding of parking lots, sidewalks and patios.
6. Supervises grounds maintenance employees.
7. Develops and maintains work schedules.
8. Participates and supports grounds inspections and projects.
9. Performs tasks as directed by the facilities director or superintendent.

EVALUATION: Director of Facilities