

**Public Works – Buildings & Grounds**

**Salary \$17.01-18.80/hour**

**(hired on or before 11/16/10)**

**\$14.47-15.98/hour**

**(hired/rehired after 11/16/10)**

**Position #13390**

**Full-Time Permanent**

**DEPARTMENT:** ALL APPLICABLE  
**CLASSIFICATION:** NON-COMPETITIVE  
**APPROVED:** FEBRUARY 7, 2019

**GROUNDSKEEPER - BUILDINGS**

**DISTINGUISHING FEATURES OF THE CLASS:** Incumbents are responsible for the grounds maintenance of municipal or county properties including grounds, lawns, recreational areas and facilities. Responsibilities also include minor building and equipment maintenance, cleaning, and delivery functions. This work requires the operation of motorized equipment and the ability to lift more than fifty (50) pounds. Direct supervision is received from a superior who assigns and inspects work. Does related work as required.

**TYPICAL WORK ACTIVITIES:**

1. Maintains and cares for grounds; plants seeds, bulbs, tree seedlings; weeds; prunes trees and shrubs; maintains flowerbeds; trims hedges; mows, rolls, re-seeds and fertilizes lawns; sprays chemicals on infected plants, trees, etc;
2. Operates a variety of motorized equipment, such as tractors, mowers, graders, rollers, and snowplows, in order to maintain grounds and recreational areas, including tubing hills and skating rinks;
3. Removes paper and litter from grounds and cleans restrooms, and recreational areas including tubing hills and skating rinks;
4. Makes minor repairs to grounds related equipment including sharpening blades and cutters, engine tune-ups, and other preventive maintenance;
5. Digs ditches and cleans filter beds;
6. Shovels snow from sidewalks, driveways, steps and building entrances, spreads salt and sand, and may operate a motorized snow plow;
7. Moves office equipment and other related equipment within buildings;
8. Picks up and delivers packages and supplies when assigned;
9. Performs inside manual work as required such as janitorial work including picking up refuse, minor painting and general maintenance;
10. Maintains recreational facilities in usable condition including ball-fields, wading pool, tubing hills, skating rinks, etc.;
11. Assists in the construction of fireplaces, tables, new piers, and other facilities;
12. When assigned, may act as relief for other buildings and grounds personnel who are absent due to holiday, personal or sick leave, vacation, and regular days off;
13. When assigned, applies pesticides in accordance with NYS Department of Environmental Conservation (DEC) Rules and Regulations.

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

Good knowledge of grounds maintenance practices and techniques; working knowledge of the operation of motorized equipment used in the maintenance of parks, lawns, recreational facilities and grounds; ability to operate commercial grade motorized equipment used in the grounds maintenance activities; ability to adhere to safety precautions when operating potentially harmful tools and/or equipment; ability to follow written and oral instructions; ability to lift more than fifty (50) pounds; willingness to perform routine, sometimes strenuous, manual work; physical endurance; willingness to work varying shifts and schedules; willingness to work in adverse weather conditions; sound judgment; integrity; initiative; honesty; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:**

Graduation from high school or possession of an equivalency diploma **and** one (1) year of paid experience in grounds maintenance work which involved the operation of commercial grade motorized equipment.

**CONTINUED**

**GROUNDSKEEPER-BUILDINGS CONTINUED**

**NOTE:**

1. Education in gardening or landscaping may be used to equate to required experience. One (1) month of education or training is equal to one (1) month of experience. Snowplowing experience cannot be substituted.
2. Verifiable paid part-time experience will be pro-rated towards meeting the experience requirements. Documentation will be required to verify the legitimacy of employment.

**SPECIAL REQUIREMENT:**

1. Possession of applicable New York State Driver's License at time of appointment & throughout employment.
2. If vacancy is in a Niagara County Department, the applicant must have six (6) months paid experience in plowing snow with a pickup truck.
3. When assigned to apply pesticides, employee must be in possession of a valid certification by the NYS DEC as a Pesticide Applicator.

**Qualified candidates should apply electronically at <https://niagara-portal.mycivilservice.com/jobopps> or send an application, letter of interest, and resume post-marked by February 27, 2020 to:**

**Niagara County Human Resources  
111 Main St Suite G2  
Lockport NY 14094**

**POSTED 02/13/20  
EXPIRES 02/27/20**