

**CITY OF BENTON, ARKANSAS  
JOB DESCRIPTION**

<b>Job Title:</b> Groundskeeper	<b>Reports To:</b> Groundskeeper Superintendent
<b>Department:</b> Parks & Recreation	<b>Pay Grade:</b> TBD
<b>Division:</b> Parks & Recreation	<b>FLSA Status:</b> Non-Exempt
<b>Direct Reports:</b> None	<b>EEO Category:</b> Service / Maintenance

**GENERAL DESCRIPTION OF POSITION**

The Groundskeeper assists in the general maintenance, repair, and limited construction of the grounds, structures and facilities within the City Parks system.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Performs general maintenance of grounds and building, such as mowing, cleaning, painting, trash removal, etc.;
- Maintains athletic fields on a daily basis;
- Monitors readiness and accessibility of public restrooms and reports any necessary repairs to management;
- Performs minor maintenance on tools and equipment;
- Performs daily maintenance and cleaning of all equipment.
- Available to work nights, weekends, Overtime, Holidays and City events as needed or scheduled.
- Other duties as assigned.

**QUALIFICATIONS**

- High School Diploma or GED required;
- American Red Cross Certification preferred;
- Previous groundskeeping experience preferred;

**RESPONSIBILITY FOR FUNDS, PROPERTY and EQUIPMENT**

Up to \$50,000.00

**PHYSICAL ACTIVITIES**

The following physical activities described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions and expectations. While performing the functions of this job, the employee is continuously required to talk or hear; frequently required to walk, sit, reach with hands and arms; and occasionally required to stand, climb or balance, stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 80 pounds. Specific vision abilities required by this job include close vision; and color vision.

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**ENVIRONMENTAL CONDITIONS**

The following work environment characteristics described here are representative of those an employee encounters while performing essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate to loud. The employee frequently works outside in adverse weather conditions, and in an office environment with exposure to fumes, dust, toxic or caustic chemicals.

*This job description should not be interpreted as all-inclusive. It is intended to identify the essential functions and minimum qualifications of this job. The incumbent(s) may be required to perform job-related responsibilities and tasks other than those stated in this job description. Nothing in this job description restricts management's right to assign or reassign job-related responsibilities and tasks to this job at any time. Certain functions are understood to be essential; these include, but are not limited to, attendance, getting along with others, and dealing with and working under stress. Any essential function of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible*