



## Groundskeeper

<b>Department:</b> Public Works	<b>FLSA Status:</b> Non-Exempt
<b>Division:</b> Public Works	<b>Job Status:</b> Non-Bargaining Unit
<b>Reports to:</b> Golf Course Manager	<b>Location:</b> Evergreen Golf Course
<b>Prepared by:</b> Director of Public Works/City Engineer	<b>Approved by:</b> Plymouth Common Council
<b>Date:</b> March 22, 2018	<b>Date:</b> March 27, 2018

### GENERAL DESCRIPTION

Under the direction of the Golf Course Manager, plan, organize, coordinate and aid in the maintenance and operations of the City golf course facility and grounds.

### JOB FUNCTIONS

The following duties and responsibilities are not to be construed as exclusive or all-inclusive. Other duties and responsibilities may be assigned and required.

- Maintain and renovate all tees, fairways, roughs, greens, hazards and grounds. Fertilize, seed, mow, rake, and spray course as necessary.
- Operate tractor using specific attachments to till, cultivate and grade new turf areas, to apply appropriate amounts of lime, fertilizer, insecticide and fungicide and to mow rough and fairway areas at desired cut, exercising care not to injure turf or shrubs.
- Aerate and top dress greens. Cut turf on green and tee areas, using hand mower and power mower. Renovate and re-sod greens, tees and fairways.
- Connect hose and sprinkler systems at designated points on course to irrigate turf. Make daily inspection of the course; check night watering. Maintain irrigation system.
- Dig and rake ground to prepare new greens, grade and clean traps and repair roadbeds using shovels, rakes, spades and other tools.
- Plant, trim and spray trees and shrubs. Make changes in the course, such as moving hazards, traps and pin locations, as directed.
- Pulls weeds around bushes, trees, etc.
- Set out and maintain appearance of tee markers, distance markers, greens flags and other course markers. Maintain and repair benches, footbridges and other course facilities. Inspect golf course and remove all litter.
- Maintain equipment and make minor repairs to mowers, tractors and other course maintenance equipment. Clean and maintain hand tools.

### OTHER DUTIES

- Other duties as assigned.

### REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of golfing is preferred, but not necessary.
- Strong communication and interpersonal skills.
- Must have ability to maintain good public relations and to work well with other staff.

## EDUCATION AND TRAINING

- Completion of a high school diploma or GED equivalent preferred.
- Must possess a valid Wisconsin driver's license.
- Maybe required to obtain pesticide license.

## WORKING CONDITIONS

While performing the duties of this job, the employee typically works in outside weather conditions. The employee occasionally works near moving mechanical parts and is exposed to wet and/or humid conditions and vibration. The employee works in high, precarious places or below grade and is exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock. The noise level in the work environment is usually loud in field settings, and moderately quiet in office settings.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools or controls and reach with hands and arms. The employee is required to stand. The employee is required to walk; talk or hear; sit; climb or balance; climb stairs: stoop, kneel, crouch, or crawl; and smell.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception and the ability to adjust focus.

**Disclaimer:** The job description has been prepared to assist in evaluating various classes of responsibilities, skills, and working conditions. It indicates the kinds of tasks and levels of work difficulty required of the position. It is not intended as a complete list of specific duties and responsibilities. Nor is it intended to limit or modify the right of any supervisor to assign, direct, and control the work of employees under supervision. Nothing contained herein is intended or shall be construed to create or constitute a contract.