

**LAKE SUPERIOR ZOOLOGICAL SOCIETY
EMPLOYMENT JOB DESCRIPTION**

Title:	Groundskeeper	Exempt/Non-Exempt:	Non-Exempt
Supervisor:	Assistant Director of Facilities	Employment Type:	Part-time
Revised:	January 2022	Hours:	Day Shift
Hiring Wage:	Minimum wage \$10.33/hr		

Principal Function: Under the direction and supervision the Assistant Director of Facilities, perform basic groundskeeper functions as they relate to the upkeep and cleanliness of the public areas of the zoo, so as to provide the public with a safe, comfortable, clean and appealing environment. This position requires the ability to work mainly independently, but also in a team environment.

Principal Duties:

- 1. Maintain the cleanliness and good condition of public places and exhibit viewing areas.**
 - a. Daily cleaning of pathways, using appropriate methods to minimize debris ending up in Kingsbury Creek
 - b. Daily cleaning of public benches, tables and playground equipment
 - c. Daily attention to front entrance area and parking lot
 - d. Proper disposal of trash and maintenance of trash containers

- 2. Maintain the grounds in order to present an appealing environment**
 - a. Control weeds in designated areas.
 - b. Assist with maintaining gardens
 - c. Mow and trim zoo grounds on a regular schedule
 - d. Trim trees and bushes as directed
 - e. Correct erosion areas to minimize damage

- 3. Perform other duties as assigned**
 - a. Be a good team member
 - b. Maintain tools and equipment in good working order
 - c. Assist with maintenance and/or custodial duties as assigned

Qualifications:

Education, Experience & License Requirements:

- Must be 16 years of age
- Possession and maintenance of a legal Minnesota Class "D" driver's license or similar license from another state

Competency and Knowledge Requirements:

- Knowledge of generally accepted practices related to grounds keeping
- Knowledge of safe use of equipment and tools normally used in the duties of a grounds keeper
- Knowledge of the proper use of materials relevant to required tasks

Skill and Ability Requirements:

- Ability to establish and maintain effective working relationships with supervisors, co-workers, volunteers and the public
- Ability to understand and follow oral and written instructions
- Ability to frequently walk, climb, balance, stoop, talk and hear as may be necessary to carry out work assignments
- Ability to work outdoors in varying conditions
- Ability to work safely, recognize safety hazards, and apply proper safety precautions
- Ability to work varied schedules including weekends and some evenings and holidays

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- Ability to safely operate trucks, vans, utility vehicles, and generally accepted motorized Vehicles and equipment used in grounds keeping
- Ability to use hand and power tools
- Ability to lift and carry items weighing up to 75 pounds

WORK ENVIRONMENT

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

While performing the duties of this job, the employee is regularly exposed to outdoor weather conditions, and to adverse environmental conditions such as dirt, dust, pollen, odors, and fumes; on occasional to frequent basis, the employee is exposed to vibrations, moving mechanical parts and vehicles, temperature and noise extremes, and animal waste. The noise level in the work environment is usually moderate, but can be higher than moderate based on the number of visitors at the zoo, animal containment procedures, and operation of machinery and vehicles. Employees may be required to work in physically close quarters.

PHYSICAL DEMANDS

The physical demands 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.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel; reach with hands and arms and talk or hear. The employee is required to stand and stoop, kneel, bend, crouch, crawl, and climb. The employee must regularly lift and move up to 50 pounds and occasionally lift and/or move up to 70 pounds. Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust focus. Close vision is required for administrative tasks and maintenance inspections. Distance vision is necessary for adequate crowd control, assessing facilities, and monitoring machinery and structures.