



**Job Title: Grounds Laborer**

**Department:** Maintenance  
**Reports To:** Grounds Manager  
**Grade:** MT-04  
**Number of Days:** 12 Months  
**Overtime Status:** Non-Exempt

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**Job Objectives:** Perform a variety of task necessary to maintain the grounds and athletic fields for Tulsa Public Schools. Must be willing and able to work outside in all types of weather conditions and follow all safety requirements. This position will be required to complete all assigned work orders in a timely manner.

**Minimum Qualifications:**

- One year related work experience.
- Must have and maintain a valid Oklahoma drivers' license.

**Responsibilities and Essential Functions:** The following duties are representative of performance expectations. A reasonable accommodation may be made to enable a qualified individual with a disability to perform essential functions.

- Mow grass.
- Line trim around trees, walks, and other landscape features.
- Prune shrubs and trees to shape and improve growth.
- Remove damaged leaves, limbs, branches, and twigs to improve plant health.
- Use mowers, tractors, and a variety of other hand powered landscape maintenance tools.
- Perform general grounds maintenance including picking up litter, raking, removing leaves, cleaning fence line brush, and mulching trees.
- Lift and move equipment and supplies.
- Wear protective clothing as required by the work environment or government regulations.
- Perform other duties as assigned by the grounds supervisor or manager.

**Skills and Abilities Required:** The following characteristics and physical skills are important for the successful performance of assigned duties.

- Ability to lift at least 50 lbs.
- Perform all duties in a safe manner.
- Operate all types of mowers, trimmers & saws

**Supervisory Responsibility:** Does not directly supervise any individuals.

**Working Conditions:** Exposure to the following situations may range from remote to frequent based on circumstances and factors that may not be predictable.

- Outside work in all weather conditions-extreme heat & cold included.

Tulsa Public Schools is an equal opportunity employer offering employment without regard to race, color, religion, gender, national origin, age, sexual orientation, or disability. This job description summary does not imply that these are the only duties to be performed. This job description is subject to change in response to funding variables, emerging technologies, improved operating procedures, productivity factors, and unforeseen events.