



T U L S A

PUBLIC SCHOOLS

**Job Title: Grounds Lead**

**Department:** Maintenance - Grounds  
**Reports To:** Grounds Manager  
**Grade:** MT-09  
**Number of Days:** 12 Months  
**Security Access:** Maintenance  
**Current Date:** June 1, 2012  
**Overtime Status:** Non-Exempt

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**Job Objectives:** Supervise a crew of one to five employees. Perform task and maintain the grounds and athletic fields at multiple locations.

**Minimum Qualifications:**

- 2+ yrs experience.
- 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.

- Lift and move equipment and supplies.
- Perform general grounds maintenance including picking mowing grass, up litter, raking, removing fence line brush, and mulching trees.
- Removing damaged leaves, limbs, branches, and twigs to improve plant health.
- Prune shrubs and trees to shape and improve growth.
- Line trim around trees, walks, and other landscape features.

**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 duties in a safe manner
- Operate all types of mowers, trimmers and saws.

**Supervisory Responsibility:**

- Supervise a crew of one to five groundskeepers at up to 25 campuses.

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

- Work outside in all weather conditions-extreme heat and 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.