The Groundskeeper/Maintenance Technician shall be appointed by the Board of Trustees upon the recommendation of the President. The salary and terms of employment shall be fixed by the Board of Trustees upon recommendation of the President. This position reports to the Physical Plant Manager, Director of Plant Operations, or as designated by the President.

**Description:**
This position is responsible for the upkeep of the grounds on the Main Campus, including mowing, trimming, landscaping, and cleanliness and snow removal of the sidewalks and parking lots, with direction from the Physical Plant Manager. This is a full-time, 12-month, hourly position and is covered by the Public Education Employee Retirement System of Missouri (PEERS).

**Required Qualifications:**
1. High School Diploma or equivalent;
2. Must be able to physically access all areas of campus;
3. Valid Missouri driver’s license, with the ability to obtain a commercial driver’s license within 120 days from employment;
4. Must be able to lift a minimum of 50 pounds.

**Preferred Qualifications:**
1. Experience with grounds related equipment and duties (mowers, tractors, etc.);
2. Experience with custodial related equipment and duties;
3. Education and/or experience beyond minimum requirements.

**Principle Duties and Responsibilities:**
1. Mow all grass on College property using both the riding and push lawn mowers;
2. Trim all grass around buildings, sidewalks and other areas;
3. Trim shrubbery and trees;
4. Pick up trash from grounds daily and empty exterior receptacles;
5. Remove snow and ice and apply ice melt when necessary;
6. Perform normal maintenance on grounds equipment;
7. Maintain maintenance shed and keep equipment in good order;
8. Water flower beds and gardens as necessary;
9. Maintain cleanliness and upkeep of vehicle fleet;
10. Perform duties as outlined in the Maintenance Technician job description;
11. Assist with the setup of meeting rooms for College activities;
12. Transport furniture and equipment to off-campus locations and assist other sites as needed;
13. Purchase items from local stores as approved;
14. Perform other duties as assigned by the Physical Plant Manager or Director of Plant Operations.