



TOWN OF REHOBETH

221 Malvern Rd, Rehobeth, AL 36301

Phone 334-671-5829 Fax 334-673-3969

www.rehobethalabama.com

Maintenance/Groundskeeper

GENERAL FUNCTION

The Groundskeeper-General Maintenance Worker performs semi-skilled work in the maintenance, care, and modification of the Town of Rehobeth grounds and landscapes which includes the operation of electrically-powered and gasoline-powered groundskeeping equipment and machines, and the use of small hand and power tools or equipment in planting, cultivating, and trimming grounds and landscaping. The Groundskeeper also performs maintenance on groundskeeping equipment and tools, and makes minor repairs (within demonstrated capability) as directed. The Groundskeeper/General Maintenance Worker changes light bulbs, paints walls, woodwork, furniture, and equipment, makes minor carpentry, plumbing, and electrical repairs, delivers supplies, materials, and equipment as needed, retrieves and documents transfer of accountability of surplus property, provides custodial services, etc. Prepares outdoor locations for use by visitors, vendors, and the public as needed by recreational operations and, if applicable, painting and marking athletic fields, and erecting portable goals or other athletic equipment

MINIMUM ACCEPTABLE QUALIFICATIONS

Education: A high school diploma or the equivalent is required.

Experience: At least two years of experience in groundskeeping is required, where knowledge of the methods, materials and equipment used in planting, cultivating, and trimming a variety of types of trees, shrubs, ground cover, flowers and grasses has been gained; an Associate's degree in horticulture or a related field may be substituted for the two years of experience required. Knowledge of the use and proper disposal of chemicals used in groundskeeping (horticulture, turf management, and floriculture) is preferred.

Skills: Skill in the proper operation and maintenance of grounds maintenance tools, equipment, and machinery is required.

Effort: Requires the ability to lift and carry groundskeeping supplies and equipment weighing up to 50 pounds on a frequent basis and up to 100 pounds on an occasional basis, prolonged walking or standing, and frequent bending, stooping, kneeling, and reaching on a daily basis. Requires a full range of physical motion in order to operate manual, electrically-powered and/or gasoline-powered groundskeeping equipment and machines. Requires the ability to access facilities and areas which may only be accessible by climbing stairs or by climbing ladders to a height of 20 feet (e.g., for tree trimming). Must be able to move throughout assigned areas, as the work is performed primarily out-of-doors, year-round.

License: Must have a valid Alabama motor vehicle operator's license. Possession of a public pesticide applicators license is preferred.

Applications may be picked up from the Rehobeth Town Hall, Monday-Thursday 7:30 a.m.-5:30 p.m.

Application period closes March 2, 2023.

MAYOR
Kimberly Trotter

TOWN CLERK
Barbara Hall

**ASSISTANT
TOWN CLERK**
Tammy Watson

**COUNCIL
MEMBERS**
Chuck Barthlemess
Bill Breason
Bobby Clemmons
Lisa Jones
Jim Tyson



TOWN OF REHOBETH

ESSENTIAL DUTIES AND RESPONSIBILITIES

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1. Performs tasks common to the care of grounds and landscapes by seeding, watering, mulching, fertilizing, and applying chemicals to outside plantings, lawns and turf.
2. Performs regular and directed grounds and landscape maintenance by mowing lawns with riding or push mowers; trimming and edging around trees, shrubs, ground cover, flowers, sidewalks and buildings; weeding, thinning and cleaning flower beds and other grounds by hand or utilizing proper tools and equipment.
3. Provides a record of grounds and landscape watering and chemical spraying by keeping daily logs of areas watered and duration of watering and the application of chemicals, including areas sprayed, amount and type of chemicals used, substances sprayed and reason, and the wind speed and direction at time of spraying.
4. Performs general maintenance and repairs by installing, removing, repairing and maintaining landscape lighting, signs, cables, chains, barricades, gates, bicycle racks, posts, fences, and minor parking lot and walking trail maintenance, as applicable.
5. Removes unsightly trash and debris from public areas by regularly inspecting grounds, drains, manhole covers, etc., for debris; raking, sweeping and bagging leaves, debris, dirt and trash from streets, sidewalks, parking lots, tunnels, and transporting the trash to designated central collection points on a daily basis.
6. Prepares outdoor locations for use by visitors, vendors, and the public as needed by campus operations and, if applicable, painting and marking athletic fields, and erecting portable goals or other athletic equipment.
7. Applies chemicals used in groundskeeping (horticulture, turf management, and floriculture) properly and safely by wearing prescribed protective clothing, masks, and/or rubber gloves and boots, following either written or verbal directions for mixing chemical compounds according to specifications, applying the chemicals properly on grounds and landscapes designated for their use, and disposing of residual chemical products as directed or storing and labeling them for future use.
8. Safely operates light vehicles such as pick-up trucks, tractors, street sweepers or riding mowers and portable power tools and equipment such as saws, grass trimmers, snow/leaf blowers, sprayers, paint machines and other groundskeeping equipment by obeying applicable traffic laws and following operator instructions, and wearing appropriate safety items such as goggles, gloves, or other appropriate protective clothing.
9. Ensures that grounds maintenance equipment and building maintenance equipment are operational by performing routine and preventative maintenance and cleaning of tools, equipment and machines within reasonable capabilities.
10. Replaces and disposes of light bulbs in interior building settings using ladders, lifts, or other tools.
11. Performs painting work in the preparation, patching, finishing, and maintaining of building structures, walls, woodwork, furniture, and equipment.
12. Performs minor maintenance work using hand and power tools by making carpentry repairs such as nailing down loose boards, or replacing worn or rotten floor boards, performing minor plumbing repairs, and replacing defective electrical switches, light bulbs, fuses, and fluorescent ballasts.
13. Contributes to a work environment that encourages knowledge of, respect for, and development of skills to engage with those of other cultures or backgrounds.
14. Contributes to the overall success of the town by performing all other related duties as assigned.

The Groundskeeper/General Maintenance Worker is supervised by a designated supervisor and generally does not exercise supervision of others, however may be required to supervise student workers or temporary employees.