



NACOGDOCHES COUNTY

Job Opportunity

Position: Grounds Keeper I

Open Until Filled

Department: Exposition & Civic Center

Starting Salary: \$29,795 to \$32,499 per year, depending on experience

Type: Regular, Full-Time (work schedule will vary and will include evenings, weekends & holidays)

General Description:

Under the direction of the Exposition & Civic Center Manager this position involves a variety of semi-skilled work in support of the operations and upkeep of the facility. Performs work involving setup and breakdown for events, routine grounds maintenance, landscaping and facility care and cleaning. Duties include the operation of various machines and equipment to maintain the grounds. The Grounds Keeper interacts with customers and the general public during events and must be able to do so in a positive manner. The facility is an event center and is staffed for daytime, nighttime and weekend events, therefore work shifts typically include days, nights, weekends and holidays

Knowledge, Skills & Abilities Required:

- Knowledge and ability to operate a wide variety of grounds keeping machines, equipment and tools
- Knowledge and ability to operate a tractor with a variety of implements to maintain grounds
- Knowledge and ability to perform general maintenance on tractors and small engine equipment
- Knowledge and ability to perform minor plumbing repairs
- Ability to assist with projects involving electricity, ability to perform minor electrical repairs
- Ability to climb ladders or use scissor lifts to access, maintain or setup overhead structures
- Ability to learn and follow instructions for correct use of chemicals and supplies
- Knowledge of basic math calculations and ability to collect money and give change
- Ability to follow instructions and to complete tasks independently with limited supervision
- Ability to interact with co-workers, patrons and the general public in a professional manner

Additional Information:

- Majority of work will be performed outdoors
- Exposure includes extreme hot and cold temperatures
- Exposure to dust, exhaust fumes, strong smells and odors
- Must occasionally work around large and small livestock animals
- Exposure to potentially dangerous tools, equipment and chemicals
- Will be expected to work evenings, weekends and holidays
- Emergency situations may require on-call or on-duty
- Occasional travel required

Physical Requirements: (representative of physical demands required to perform the essential functions of this position)

- Ability to walk long distances
- Ability to climb a ladder and to work from high places
- Ability to sit and stand for extended periods of time
- Ability to perform extensive manual labor
- Ability to lift and carry loads sufficient to perform heavy maintenance, up to 50 pounds regularly and up to 100 pounds occasionally
- Ability to bend, stoop, crawl and twist
- Ability to distinguish colors
- Ability to hear mechanical noises and alarms
- Ability to use manual dexterity to use and operate tools and equipment

Qualifications:

- At least one year of grounds keeping or related experience required
- Valid Texas Driver License required
- Graduation from High School or GED preferred

Instructions:

Submit a completed and signed Nacogdoches County Employment Application to the address below. Resume and professional references may be attached to the application, but are not accepted in place of the completed application.

Submit application to: Nacogdoches County
Human Resources Department
101 W. Main St., Ste. 161
Nacogdoches, TX 75961

Nacogdoches County is an Equal Opportunity Employer. Nacogdoches County participates in E-Verify.