

## **WARTBURG COLLEGE POSITION DESCRIPTION**

### **Title of Position –Temp Summer Groundskeeper**

Preparation Date: June 20, 2017

#### Function of Position:

Responsible to the Director of Plant Operations for maintaining the campus grounds, including rental properties, and for assisting with maintenance projects.

#### Principal Duties and Responsibilities:

- 1) Weed plant beds, edge sidewalks, trim trees and shrubs, and spread mulch. (80%)
- 2) Power washing. (10%)
- 3) Assisting with maintenance projects. (10%)

#### Supervision:

Definite objectives are set up for the employee by the supervisor, requiring the use of a wide range of procedures. The employee plans and arranges his/her own work and refers only unusual cases to the supervisor.

#### Minimum Qualifications:

Must be able to add, subtract, multiply, and divide using decimals and fractions. Previous grounds experience preferred. Employee proceeds independently, working toward established objectives requiring the use of a wide range of procedures. Employee prioritizes own work and resolves unusual cases in consultation with supervisor.

#### Physical Demands:

Frequent sitting, standing, walking, squatting/kneeling, twisting and bending, lifting over 50 lbs. with good body mechanics and 25-50 lbs with improper body mechanics, pushing and pulling up to 100 lbs., heavy energy requirements, extensive deviation of wrist, moderate pinching, hand/wrist repetitions and fine motor skills, moderate both handedness. Requires 20/20 near vision, 20/40 far vision, color discrimination and accurate depth perception.

#### Application Procedure:

Send letter of interest, including a statement regarding qualities you offer within the context of the Wartburg College mission, résumé, and contact information for three references electronically to: [hr@wartburg.edu](mailto:hr@wartburg.edu). See [www.wartburg.edu](http://www.wartburg.edu) for further information about the college. Screening begins immediately and continues until position is filled.

*Wartburg College is a selective liberal arts college of the ELCA, nationally recognized for community engagement. As an affirmative action, equal opportunity institution, Wartburg College actively seeks applications from women and members of ethnic and minority groups.*