

**SCHOOL DISTRICT NO. 62 (SOOKE)**

**TITLE: GROUNDS MAINTENANCE I**

**QUALIFICATIONS:**

1. Completion of grade twelve.
2. Valid B. C. driver's licence.
3. Good health and sufficient strength to perform a variety of routine manual tasks.
4. Ability to get along well with the school district staff and the public.
5. Ability to work with minimum supervision.
6. Ability to learn specialized training in area in which the employee will be working.
7. Ability to handle machinery and equipment.
8. Able to work well under adverse weather conditions.
9. Able to work from semi-routine instructions.

**RESPONSIBLE TO:** Facilities Supervisor or his designate.

**SUPERVISES:** As assigned.

**JOB GOAL:** To perform semi-skilled tasks under minimum supervision in assisting with the upkeep of the district grounds.

**PERFORMANCE RESPONSIBILITIES:**

1. Assists maintenance personnel as directed in performing semi-skilled or skilled tasks.
2. Keeps in mind the safety of others, including school children.
3. Drives all vehicles, operates large tractors, etc.
4. Checks vehicles as required and reports any necessary repairs to the Transportation Supervisor.
5. Uses minor power tools.
6. Maintains school district plant and vehicles as required.
7. Performs other duties as required.

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TERMS OF EMPLOYMENT: Twelve months a year unless otherwise posted.

EVALUATION

DATE: February 16, 1994

JOB TITLE: Grounds Maintenance I

Factor	Degree	Points	Substantiating Data
1. Education	5	46	Completion of grade twelve.
2. Job Skills	4	44	More than average skill, fairly close limits of accuracy, fairly complex procedures.
3. Experience	2	35	Three months and over.
4. Accountability	2	35	Errors identified or corrected.
5. Relationship	2	35	Ordinary courtesy required for contacts.
6. Safety of Others	3	42	Accidents might be serious in nature.
7. Mental Effort	3	42	Frequent supervision. Standardized routine practices.
8. Physical Effort	3	42	Requires a variety of muscular movements with intermittent lifting of fairly heavy materials, tools, etc.
9. Personal Hazards	3	42	Possibility of more severe injuries such as crushed members, eye injuries, loss of fingers, etc.
10. Working Conditions	3	42	Exposure to heat, cold, wet and dust.
TOTAL POINTS		405	

APPROVED

On behalf of C.U.P.E., Local 459

On behalf of School District No. 62 (Sooke)

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Date Signed: \_\_\_\_\_

Date Signed: \_\_\_\_\_