



Groundskeeper Job Description

Scope and Purpose

To be responsible for the care of lawns, trees, shrubs, and ground cover; to keep grounds in a green, healthy, eye-appealing condition; and to maintain swimming pools in proper condition.

Duties and Responsibilities

1. Perform watering as needed.
2. Maintain the sprinkler system.
3. Use insecticides, fertilizers and herbicides as needed.
4. Re-seed lawns and replant, if necessary.
5. Properly stake trees.
6. Properly prune trees and shrubs.
7. Pick up refuse on lawns each morning.
8. Weed lawns and all other planted areas.
9. Make drainage corrections.
10. Maintain proper chemical levels in pool areas.
11. Clean pools daily during season.
12. Perform necessary pool maintenance.
13. Remove snow and ice from sidewalks.
14. Spread sand or salt when needed.
15. Replace light bulbs in common areas of exterior and interior halls and laundry rooms.
16. Assist in cleaning work when necessary.
17. Deliver notices as directed by Resident Manager.
18. Perform any other duties as directed by the Resident Manager.