

**SCHOOL DISTRICT #64 (Gulf Islands)**  
**Job Description**  
**Groundskeeper – Lead Hand**

**SUMMARY**

Under direction oversees and performs grounds maintenance tasks to ensure that district sites and equipment are maintained with regard to safety, serviceability and appearance.

**DUTIES**

Under direction:

- Supervises groundskeeper(s) and labourer(s)
- Schedules and performs routine grounds maintenance and project work
- Researches, purchases and inventories supplies and equipment
- Performs inspections, maintenance and repairs on playground equipment per CSA (Canadian Playspace Safety) standards
- Performs inspections, maintenance and repairs on grounds equipment
- Operates grounds equipment and district vehicles
- Landscapes and renovates district sites
- Maintains service records for equipment and pesticide application
- Uses WHMIS system and attends scheduled safety training
- Performs other assigned comparable duties within the area of knowledge and skills required by the job description

**QUALIFICATIONS**

- Grade 12
- 2 year accredited program of study in landscaping/horticulture, specializing in turf management and irrigation
- 5 years' experience in related work
- Current BC Pesticide Applicator Certificate
- Demonstrated ability in the operation of power tools, tractors and grounds equipment
- Valid BC Class 5 Drivers License
- Documented evidence of exemplary interpersonal skills and ability to work independently and as a member of a team

Or equivalent combination of training and experience.

**RELATIONSHIPS**

- Responsible to Director of Facilities and Transportation

**APPROVED**

On behalf of:  
School District #64 (Gulf Islands)

*Original signed by:*

Rod Scotvold  
Secretary Treasurer

March 18, 2015

On behalf of:  
CUPE Local 788

*Original signed by:*

Larry Melious  
President

March 18, 2015

**Classification: Operations V**

JJEC approved date: March 12, 2015  
JJEC housekeeping: November 14, 2019