

**Sul Ross State University**  
**Position Description**

**Official Title:** Athletic Groundskeeper **Salary Group:** (Classified) 1 **Job Code:** 7553

**Summary**

**Function:** This position is responsible for the overall operation and ground maintenance for the following Athletic outdoor facilities.

**Scope:** (Will work closely with coaches to insure that games/practices are played on time and the field is safe for play, as well as manicured well for recruiting and retention purposes)

**Duties**

**Turf Management**

1. Knowledge of materials, best practices and equipment used in athletic field maintenance activities.
2. Understand water schedules and operate the field irrigation systems, as well make irrigation repairs as necessary.
3. Management and implementation of Integrated Pest Management principles.
4. Operate field equipment, including specialized equipment like mowers, blowers, pumps, aerification equipment, top dressers and pesticide application equipment.
5. Layout, mark and line grass and play areas for practice and competitions; line in conjunction of the NCAA rules and regulations for each sport.
6. Maintains and repairs grass, sod and infield areas; mow, edge and trim athletic fields and surrounding landscaped areas; perform a variety of grounds maintenance duties including preparing and cultivating soils, fertilizing, weeding, pruning and other activities.
7. Knowledge and implementation of synthetic turf practices.

**Other Duties:**

1. Learns and applies emerging technologies as necessary to perform duties in an efficient, organized, and timely manner.
2. Other duties as assigned

**Supervision**

**Received:** Athletic Director (Will work closely with coaches to insure that games/practices are played on time and the field is safe for play, as well as manicured well for recruiting and retention purposes)

**Given:**

**Equipment/Skills Equipment Management**

1. Develop maintenance and/or repair work schedules for equipment.
2. Develop project estimates by calculating time, materials and equipment needed.
3. Establishes and implements organized system of preventative maintenance for all equipment.
4. Maintains accurate and up to date records of service maintenance performed.
5. Responsible for inventory and ordering of supplies and parts needed to maintain equipment.
6. Inspects and safety tests all equipment regularly to ensure they are in proper working order.
7. Ensures that any equipment scheduled for use has been serviced and ready by projected start date.
8. Makes recommendations for new equipment purchases as needed.

**Education and Experience**

**Required Education:** High School Diploma or equivalent

**Preferred Education:**

**Required Experience:** 2 years of field maintenance and background specifically with athletic fields. Also, 2 years' experience with related equipment required.

**Preferred Experience:**

**Working Conditions Usual:**

Outdoors on all university grounds property. Working hours from 7 am to 4 pm; position is Security Sensitive.

**Working Conditions Periodic:**

Lifting of heavy objects, work outdoors in inclement weather, occasional overtime hours, may work night hours, weekend and "on call" availability required. Hours will vary from established schedule to include Saturday, Sunday, and evening hours as needed.

July 2016