

**JEFFERSON COUNTY
EMPLOYMENT OPPORTUNITY**

Job Title: Groundskeeper – Utility/Transport
Department: Jack Brooks Regional Airport
Reports To: Operations Manager
Salary: \$11.1202/hour
Application Deadline: Open Until Filled

DUTIES AND RESPONSIBILITIES

Essential Job Functions: Performs routine grounds maintenance duties, i.e. mows, edges, prunes shrubs and trees, sprays, fertilizes, weeds, etc.; keeps grounds, walkways, drives and parking lots clean; picks up litter; empties trash; plants and maintains flower beds; performs routine maintenance and makes minor repairs on grounds equipment; assists with cleaning and other custodial and maintenance duties. Regular and predictable attendance is an essential function of this position.

Other Job Functions: Performs other landscaping duties as directed; performs other job related duties as directed.

NOTE: The above describes the general nature and level of work being performed by employees holding this position. This is not intended to be an exhaustive list of all duties and responsibilities required, nor are all duties listed necessarily performed by any one employee so classified.

Equipment Used: Tractor, zero turn mower, edger, weedeater, blower, sprayer, pruning tools, saw, shovel, hoe, other tools and equipment needed for grounds maintenance and landscaping tasks; vacuum cleaner, carpet cleaner, waxer, buffer and other equipment needed for general custodial and maintenance tasks.

JOB REQUIREMENTS

Education & Experience: 6 months to 1 year experience in general grounds maintenance and landscaping, equipment use and safety requirements.

Knowledge, Skills & Abilities: Verbal communication skills; ability to carry out oral instructions; basic mechanical skills; interpersonal skills necessary to interact and cooperate with co-workers, tenants, pilots, passengers and the general public.

Specialized Requirements: Must possess a valid Texas Drivers License. Must pass FBI and TSA fingerprint and background checks.

WORK SITUATIONS/DEMANDS/EFFORT: Job requires working alone and as part of a group; flexibility in order to perform a variety of duties; performing routine, repetitive duties; drives a vehicle; operates machinery.

WORKING CONDITIONS: Work is performed outside more than 50% of the time; employee may be subject to adverse weather and environmental conditions, including temperature extremes, humidity and precipitation; noise and vibration; heavy machinery and equipment with moving parts; adverse atmospheric conditions from dust, fuel and chemical fumes, herbicides, paint, etc.. Work is also performed in all areas of airport facilities.

PHYSICAL REQUIREMENTS: Job duties require prolonged walking and standing; working with hand and power tools; operating lawn, grounds and other mechanical equipment; climbing and reaching; moving objects weighing up to 100 lbs.. Appropriate safety precautions must be observed.

**Apply at: Human Resources Department
Jefferson County Courthouse, Annex 1 Building
1225 Pearl St., Suite 201, Beaumont, TX 77701
(409) 839-2391
Fax: (409) 839-2399**

E-mail resumes and/or signed applications to: hrdept@co.jefferson.tx.us

Jefferson County is an equal opportunity employer. The County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. To request a reasonable accommodation or other assistance, contact a Human Resources representative at (409) 839-2391, or for the hearing impaired, through RELAY Texas at 1-800-735-2989 or mail your request to 1225 Pearl St., Suite 201, Beaumont, Texas 77701.