**OKLAHOMA BAPTIST UNIVERSITY**

**POSITION DESCRIPTION**

Title: **Groundskeeper I** Department: **Facilities Services**

**OBU Mission Statement**

OBU transforms lives by equipping students to pursue academic excellence, integrate faith with all areas of knowledge, engage a diverse world, and live worthy of the high calling of God in Christ.

**Expectations for all Employees**

Oklahoma Baptist University achieves its mission through a shared commitment to the following expectations. All employees must embrace these expectations and model them in their behavior.

• Demonstrate commitment to the essentials of the Christian faith.

• Commit to the mission and vision of Oklahoma Baptist University.

• Maintain active membership in a local evangelical Christian church.

• Treat people with dignity and respect.

• Build relationships on honesty, integrity, and trust.

• Strive for excellence through teamwork, leadership, and a strong work ethic.

• Manage human and financial resources wisely and efficiently.

**Purpose**

Maintain the overall appearance and safety of the OBU Campus. This includes the care of turf grass, trees, shrubs, flowers, etc.

**Essential functions**

* Maintain turf grasses. This includes but is not limited to; planting, fertilizing, mowing, edging, weed eating and treating with herbicides.
* Maintain flowers, shrubs, hedges and trees. This includes but is not limited to planting, watering and pruning.
* Participate in maintaining the arboretum to obtain and maintain accreditation.
* Participate in activities leading to and maintaining Tree Campus USA recognition
* Install and maintain irrigation systems.
* Pick up litter and empty trash cans on Campus.
* Assist in trenching, digging, and back filling of holes and ditches.

**Other duties**

* Any additional duties assigned by the Grounds & Athletic Fields Supervisor or the Director of Facilities Management.

**Required Qualifications**

* Basic knowledge of Horticulture.
* Basic knowledge of the maintenance of ground equipment.
* Basic knowledge of turf grass maintenance.
* Effectively and professionally communicate with co-workers, students, faculty and administration.
* Ability to sit, stand, walk, climb, bend, kneel and grasp for extended periods of time.
* Safely lift 80 lbs.
* Work extended periods of time in a non-environmentally controlled setting indoor and/or outdoor.
* High school diploma or GED required.
* This person will be required to attend seminars and classes as deemed necessary by their supervisor.
* Experience operating push mowers, edgers, weeds eaters, and hand tools required.

**Preferred Qualifications**

 Two years in grounds maintenance preferred.

 Ability to operate a riding mower, tractor, backhoe, trencher, bucket truck, dump truck, and chain saw preferred.

**Special Requirements**

 Must possess and maintain a valid Oklahoma Driver’s license.

 This position is designated as a safety sensitive position and employment is contingent upon results of a drug test based on OBU’s Drug Testing Policy.

 This person will be required to work overtime, and or, adjust their schedule as needed when it is deemed necessary by their supervisor. This person must be willing to be subject to call at any time, day or night.

* Must be an active member of a local \*Evangelical church.
* \*Evangelical is a broad term referring to segment within Christianity which maintains the authority of the Bible and the belief in salvation by faith in Jesus alone.
* \*\*Please apply using the link for “Support Applications” on the OBU website at: **https://www.okbu.edu/hr/jobs.html**