



Kampgrounds of America Job Description

Job Title: Groundskeeper
Department (3 letter code): OAK **Reports to:** Designated Supervisor or General Manager
FLSA Status: Exempt ☐ Non-Exempt ☒
Supervisory Responsibilities: Yes ☐ No ☒
Travel: Yes ☐ % No ☒ **Revision date:** 8/1/2025

Summary:

The Groundskeeper is responsible for maintaining a visually appealing and functional outdoor space. The Groundskeeper performs a variety of tasks such as mowing grass, raking, pruning, weeding, pest control and trash removal. This position is responsible for proper maintenance of equipment.

Essential Duties and Responsibilities:

- Performs daily lawncare to include mowing, weeding, raking, trimming, watering, and seeding of lawns and shrubbery.
- Follows all safety guidelines for the operation of equipment and handling of chemicals.
- Operates and maintains landscaping equipment, trucks, golf carts, and power tools.
- Operates and maintains hand tools, such as loppers, saws, and shovels efficiently.
- Utilize insecticides, fertilizers, and chemical sprays to treat diseases.
- Assists in conducting irrigation audits and performing irrigation repairs.
- Participates in different maintenance or landscaping projects.
- Remove snow by shovel or snow blower.
- Perform carpentry, plumbing, and electrical repairs.
- Approach all encounters with guests in an attentive, friendly, courteous, and service-oriented manner.
- Prioritize tasks based upon importance and urgency with conscious planning and thoughtful decision making.
- Maintain property by following the quality assurance manual.

Non-Essential Duties and Responsibilities:

- This job description is not intended to cover or contain a comprehensive listing of activities, duties, or responsibilities. Other duties, responsibilities and activities may change or be assigned at any time with or without notice.

Required Education and Experience:

- Knowledge of gardening techniques.
- Working knowledge with sprinkler systems and other landscaping equipment.
- Understanding of fertilizer, pesticide, and gasoline dispensing.
- Ability to work nights, weekends, and holidays.
- Capable of working independently and as part of a team.
- Valid Driver's License

Preferred Education and Experience:

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Physical Demands and Working Conditions:

- Work is performed primarily outdoors and may involve exposure to varying weather conditions
- Must be able to lift and carry up to 30 pounds regularly, lift or move up to 50 pounds occasionally with assistance.
- Ability to bend, stoop, kneel, crouch, climb, push, pull, reach overhead and move safely over uneven terrain.
- Use of repetitive motion, standing, bending, sitting, lifting, and walking.
- Noise levels may be moderate to loud.
- May be exposed to dust, pollen, grasses, landscaping, and various chemicals and moving mechanical equipment.
- Use of personal protective equipment required where necessary.
- Will experience occasional interruptions and shifting priorities.
- Valid driver's license required, this position may be expected to drive a motorized vehicle which requires close and distance vision, sitting, seeing and reading signs, traffic signals, etc.

Print Employee Name

Employee Signature

Date