Sul Ross State University
Position Description

Official Title: Grounds Maintenance Supervisor  
Salary Group: 7  
Job Code: 7551

Summary
Function: Supervise the work of the grounds maintenance crew.

Duties
Essential: Supervises the work of the grounds crew; participates in the manual tasks of the grounds operation and acts in the absence of the Supervisor. Other duties as assigned. Must practice safe work habits at all times. Responsible for personal safety and the safety of others; must exercise due caution and practice safe work habits at all times.

Supervision
Received: Received instructions from the Grounds Maintenance Superintendent.

Given: May supervise the work of other classified employees and student workers.

Education
Required: High school graduate or equivalent

Experience
Required: Experience in supervision of general labor; combination of experience and training providing knowledge, ability and skill in equipment and tools used in grounds maintenance; knowledge of the occupational hazards and safety precautions of the work.

Equipment/Skills
Required: Knowledge of the safe operation of grounds equipment.

Preferred: Operation and maintenance of front end loader, backhoe, tractor, dump truck, small mowers, and chain saw.

Working Conditions
Usual: Must be able to work in all elements of weather. Must be able to do heavy physical labor. Position is Security Sensitive. After hours and weekend on-call availability required.

Other: Current driver’s license and driving record acceptable to the University must be maintained as a condition of employment.

Any qualifications to be considered in lieu of stated minimums require the prior approval of the Human Resources Director.

Date revised: June, 1998