

**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