



Brown County

25 Market Street
Aberdeen, SD 57401
www.brown.sd.us

Buildings and Grounds Maintenance Worker

Facilities

Wage: \$18.73/hour

Opening date: 2/16/2023

Closing date: Open until filled

JOB SUMMARY

This position participates in the maintenance, repair, and custodial cleaning of county facilities and grounds.

MAJOR DUTIES

- Cares for lawns, plants, shrubs, and trees.
- Mows lawns; trims shrubs and trees.
- Removes and replaces trees and shrubs; maintains and installs landscaping; installs mulch.
- Performs general building maintenance, including plumbing, electrical, carpentry, HVAC, and other functions.
- Collects trash from county property.
- Maintains offices, hallways, and restrooms; sweeps, mops, and vacuums floors; cleans furniture and windows; cleans all surfaces, walls, windows, bathrooms, etc.
- Removes snow and ice from sidewalks.
- Cleans and sanitizes restrooms.
- Loads, unloads, assembles, and moves furniture, equipment, supplies, etc.
- Sprays pesticides and herbicides.
- Performs related duties.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of grounds maintenance principles.

Equal Opportunity Employer

- Knowledge of the principles used in the cleaning of public facilities, including public restrooms.
- Knowledge of floor cleaning equipment operation principles.
- Knowledge of building maintenance principles and practices.
- Skill in the operation of grounds maintenance equipment.
- Skill in the operation of hand and power tools.
- Skill in problem-solving.
- Skill in prioritizing and planning.
- Skill in oral and written communication.

SUPERVISORY CONTROLS

The Assistant Superintendent assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include building codes, safety rules, and county and department policies and procedures. These guidelines are generally clear and specific but may require some interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of related maintenance duties. Inclement weather contributes to the complexity of the position.
- The purpose of this position is to maintain county facilities and grounds. Success in this position contributes to the provision of safe, attractive, and well-maintained county facilities.

CONTACTS

- Contacts are typically with co-workers, other county personnel, and members of the general public.
- Contacts are typically to give or exchange information, to resolve problems, and to provide services.

PHYSICAL DEMANDS/WORK ENVIRONMENT

- The work is typically performed while intermittently sitting, standing, walking, bending, reaching, kneeling, crouching, or stooping. The employee frequently lifts light and occasionally heavy objects,

climbs ladders, and uses tools or equipment requiring a high degree of dexterity.

- The work is typically performed indoors and outdoors, occasionally in cold or inclement weather. The employee is exposed to noise, dust, dirt, grease, and machinery with moving parts. Work requires the use of protective devices such as masks, goggles, gloves, etc.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

MINIMUM QUALIFICATIONS

- Ability to read, write and perform mathematical calculations at a level commonly associated with the completion of high school or equivalent.
- Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.
- Possession of or ability to readily obtain a valid driver's license issued by the State of South Dakota for the type of vehicle or equipment operated.

APPLY BY

Submit Brown County application to:

- Brown County
Human Resources
25 Market St.
Aberdeen, SD 57401

Fax: 605.725.2355

Email: HumanResources@browncounty.sd.gov