
School Maintenance / Groundskeeper



Job Description

The successful applicant must be willing to carry out the following duties:-

- Maintain grounds eg: watering, mowing, weeding, trimming trees & scrubs, seating, fertilising/ paths and hard surfaces, drainage, etc;
- Building maintenance – repair, maintain, replace, paint, dust extractor, filters, drain cleaning, liaise with contractors etc;
- Must be able to work at heights when required;
- Must have a class LR licence, and be prepared to assist with driving the School buses for excursions;
- Assist with function set up/pull down – tables, chairs, banners, marquees etc;
- Responsible for distributing deliveries around the School grounds as well as picking up supplies as needed;
- Supervise maintenance staff;
- Vehicles and equipment – maintenance/cleaning;
- Ability to work with teaching staff;
- Some emergency cleaning when required;
- First Aid Certificate, Electrical Tagging Certificate preferable, but not essential;
- Must be able to maintain records eg spreadsheets.