Human Resources
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Groundskeeper

JOB CODE	JOB FAMILY	PROFILE
JCV111	**Trades, Crafts and Other Skilled Work**	**Groundskeeper**
PAY TYPE	**PAY RANGE**	**REVISION DATE**
Hourly	**$15.55 - $20.01**	**September 24, 2026**

The Groundskeeper performs a variety of tasks in weed and litter control at designated County facilities.

Job Description

DUTIES AND RESPONSIBILITIES

- Maintains County facilities by pulling or cutting weeds from tree wells and open areas.
- Removes all trash and other debris from County maintained properties.
- Operates power equipment such as push mower, sickle mower, and sprayer.
- Assists in spraying of weeds, applying fertilizers, and trimming shrubs.
- Incumbent(s) in this classification may handle sensitive and/or confidential records, plans, documents or decisions that require maintaining confidentiality of sensitive information.
- *The above information is intended to outline the general nature and scope of the duties required for this position. It is not an exhaustive list and may vary depending on specific job assignments and responsibilities.

MINIMUM QUALIFICATIONS

- High School Diploma or GED.
- One (1) year of work experience in grounds keeping, landscaping, or general maintenance work.

SUPPLEMENTAL INFORMATION

SCREENING AND COMPLIANCE

The offer of this Bernalillo County position requires compliance with the following:

- Successful completion of a post-offer employment medical examination and background investigation.
- Adherence to all County safety guidelines.
- Complete all FEMA training(s) assigned to this position.
- Possession of a valid New Mexico driver's license by the date of hire and maintenance of a valid license while employed in this position.
- Complete required supervisor training, if applicable.

WORKING CONDITIONS

- Work is performed outdoors, with exposure to natural weather conditions of spring and summer.
- Worker is exposed to occasional noise and vibration factors in the operation of equipment.
- Worker is exposed to dust, fumes and mists.
- Work is performed on even and uneven terrain. Surfaces may be wet, dry, natural ground or paved. Work may be performed on inclines and occasionally on ladders.
- Work hazards include dust, chemicals such as herbicides, fertilizers, pesticides and power equipment and ladders.
- Work as part of a crew under close supervision.

EQUIPMENT, TOOLS, AND MATERIALS

- Utilizes the following tools and equipment: sickle mower, push mower, sprayer, weed-eater, power blower, pruning shears, ladders and assorted hand tools utilized in grounds maintenance.
- Gloves, goggles, boots, dust masks, earplugs and occasionally respirators are utilized in performance of essential duties.
- Operates County vehicle on an occasional basis in the performance of essential duties.

Additional Description

This job profile is classified as safety-sensitive. Employees with safety-sensitive job profiles are subject to pre-employment, reasonable suspicion, post-accident, return-to-duty, and random drug & alcohol testing in accordance with the organization's Drug and Alcohol Testing Policy.

Duties that require a Commercial Driver's License (CDL), firearm(s) use, or are otherwise regulated under the Federal Aviation Administration (FAA), Federal Motor Carrier Safety Administration (FMCSA), or the Omnibus

Transportation Employee Testing Act, are subject to all applicable federal drug and alcohol testing requirements. Employees in these federally regulated positions must comply with all DOT testing procedures, including enrollment in a DOT-compliant random testing pool.