



Mississippi Gulf Coast Community College

## Notice of Vacancy

**Location of Position:** Jackson County Campus Gautier, Mississippi

<b>Position Available:</b> Summer Part-time Grounds Worker	<b>Classification:</b> _____ Administration _____ Faculty <u> X </u> Staff _____ Hourly
<b>Date Position Available:</b>	<b>Salary Scale:</b> Salary based on experience and education
<b>Qualifications &amp; Experience:</b>  <b>MANDATORY:</b> (M1) High School diploma or High School Equivalency. (M2) Demonstrated competency in the use of lawn maintenance equipment (i.e. lawn mowers, weed eaters and trimmers). (M3) Must be able to lift, stand/walk, twist, push, and pull for 67-100% of the time. (M4) Must be able to routinely lift loads of 20-50 lbs. (M5) Active and valid Driver's license required. (M6) Driver's license must remain in good standing at all times while employed. (M7) Ability to work overhead, with and without ladders, for an extended period in an outdoor environment.  <b>DESIRABLE:</b> (D1) Prior experience in the landscape maintenance arena (D2) Prior experience working in an outdoor environment.	
<b>The College:</b> The Mississippi Gulf Coast Community College District serves a four-county area with three major campuses, the Community Campus and four centers including: Perkinston Campus, Perkinston, MS; Jefferson Davis Campus, Gulfport, MS; Jackson County Campus, Gautier, MS. Additionally, Mississippi Gulf Coast Advanced Manufacturing and Technology Center, Gulfport, MS; Keesler Center, Biloxi, MS; West Harrison Center, Long Beach, MS; and George County Center, Lucedale, MS.  State and regional associations accredit Mississippi Gulf Coast Community College, and several programs are accredited nationally. Offerings include academic, technical degree, vocational skill and adult continuing education programs.	
<b>Application Information &amp; Deadline</b>	
For additional information on the position, contact:  Name Justin Malcom Address 2300 Highway 90 Gautier, MS 39553 Phone number 228-497-7677 E-Mail justin.malcom@mgccc.edu	Applications may be acquired via the job listing web address or at street address listed below.  Complete official college application form, resume, transcripts and related documents should be Mailed or Hand deliver to:  Mississippi Gulf Coast Community College Maintenance Department 2300 Highway 90 Gautier, MS 39553
<b>Job Listing Web Address:</b> <a href="http://www.mgccc.edu">www.mgccc.edu</a>	
Mississippi Gulf Coast Community College is an Equal Opportunity Employer and welcomes students and employees without regard to race, religion, color, national origin, sex, age or qualified disability in its programs and activities. For further information, contact the Equal Employment Opportunity Officer at a Mississippi Gulf Coast Community College Campus, Center or the District Office. Compliance is coordinated by the Compliance Officer, P.O. Box 609, Perkinston, Mississippi 39573, telephone number 601-528-8735, email address compliance@mgccc.edu.	



## **JOB DESCRIPTION**

Grounds Worker

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**GENERAL STATEMENT OF FUNCTION:** The Grounds Worker will provide lawn maintenance of the College and ensure a professional appearance of the grounds is maintained at all times.

### **DUTIES AND RESPONSIBILITIES:**

- Responsible for daily upkeep of the grounds including weed removal, trimming of trees, hedges, bushes, mulching and trash/debris removal/disposal.
- Application of chemical treatment to grounds following safety guidelines.
- Maintain adequate inventory of lawn supplies, and ensure regular maintenance of grounds equipment.
- Report any safety related issues, unusual or extraordinary circumstances involving the college grounds or Students.
- Maintain Employee uniform and present a professional appearance and attitude at all times.
- Provide a courteous and timely response to request for assistance.
- Adhere to all College policies and procedures.
- Assist with grounds maintenance at other campuses/locations of College as needed.
- Flexible work schedule and location may be required.