



American Samoa Community College
Physical Facilities Management Division
EMPLOYMENT OPPORTUNITY

Position Title: Groundskeeper
Employment Status: Full Time 12 months (Career Service)

General Description:

The Groundskeeper reports directly to the Grounds Supervisor. The successful candidate is responsible for the day to day grounds maintenance of the College.

Responsibilities and Duties:

Technical

- Perform routine maintenance of college campus grounds by cutting trees, pruning plants and mowing lawns on a daily basis or as needed
- Perform routine maintenance of all gardens around campus to ensure upkeep and beautification of grounds
- Perform trimming of tall trees and bushes around campus, and plant accordingly
- Clean grounds and remove litter from waterway streams, especially during rainy seasons
- Be responsible for the care, maintenance and inventory of all supplies and equipment owned by the College that is utilized for providing groundskeeping and other services
- Assist in reporting grounds-related incidents for the improvement of physical facilities
- Be able to work cooperatively with all students and staff
- Assist student and employees with grounds-related problems such as removing any physical objects that may pose a hazard or cause litter on campus

Reporting

- Perform other related duties assigned by the Grounds Supervisor or Physical Facilities Management Officer

Minimum Qualifications:

- High School Diploma
- At least three (3) years of experience in direct field
- Ability to operate various types of power equipment including lawnmowers, trimmers, hedge trimmers, leaf blowers, and other landscaping equipment
- Ability to use hand tools required for landscaping
- Ability to follow instructions and complete assignments
- Extensive knowledge of landscaping techniques and processes
- Pesticide Safety Applicator Certification
- Excellent time management skills

Salary Range: GS-06/04-07: \$16,640.00 - \$18,200.00 per annum

Application Deadline: May 12th, 2023 no later than 4:00pm

Applications are available from the American Samoa Community College, Human Resources Office at 699-9155 Ext. 460/466/456/474, 699-2722 ext 3601/3602/3603/3604/3605/3606 or online at www.amsamoa.edu/employmentopportunities or by emailing ascchumanresources@amsamoa.edu.

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