

Position: Full-Time Sports Field Keeper

Location: Cistercian Preparatory School in Irving, Texas

Description: School seeks a groundskeeper to take care of school's sports fields. Working under the supervision of Plant Manager, candidate must fulfill the following general minimums: a background in grounds keeping, physically able to take care of 8 acres of sports fields all year, and share the general duties and expectations of all members of Cistercian maintenance staff. Details appear below. Training will be provided.

Hours: 40 hours / week.

Wage Range: Based on experience

Open: Immediate until filled.

Grounds-keeping Responsibilities:

- Able to lead in sports field maintenance work: trimming, edging, mowing, aerifying, dragging, overseeding, weed control and spot fertilization.
- Able and comfortable with working with fertilizers, herbicides, and pesticides.
- Able to operate and perform basic servicing of all grounds equipment.
- Able to monitor irrigation performance through regular inspections, make minor repairs and adjustments. Also change programming as necessary.
- Able to organize and keep shop clean.
- Able to keep records of servicing and repairs and order parts.
- Able to work on a budget.

General requirements:

- Must have GED minimum.
- Must have a valid Texas driver's license.
- Work in inclement weather, lift, bend, stop, and occasionally pick up 50 pounds.
- Able to work a 6am to 3pm schedule from Monday through Friday.
- Able to communicate clearly and respectfully with co-workers, supervisor, faculty, staff, and all members of school community.
- Able to share coverage of a dozen or more after-school or weekend events with co-workers.
- Must wear uniform (provided by school) on the job. And will need to clean up and wear clean uniform for events, so that personal appearance reflects positively on the individual, the staff, and the school.
- Assists school with health, fire, and weather-related emergencies or concerns. Will learn about how to control the school's utilities in the event of emergencies.
- Assists maintenance colleagues as necessary: opening or closing school, moving furniture, setting up and tearing down and run events, unloading delivery trucks, and other related duties.
- Able to utilize computer technology to access data, maintain records, generate reports and communicate with others.
- Able to pass a criminal background check and drug test.
- Must submit to a 6-month review to monitor job performance and progress.

Benefits:

- Medical/Dental/Life/Disability insurance.
- Uniform.
- Paid time off.
- 401k (with employer matching available).

Interested individuals should send resume to sschunk@cistercian.org or contact Steve Schunk at 469-499-5408.