



# **UNIVERSITY *of the* SOUTHERN CARIBBEAN**

**Royal Road, Maracas, St. Joseph**

## **CAREER OPPORTUNITY**

*Applications are invited from suitably qualified individuals for the following position:*

### **GROUNDSMAN**

#### **JOB SUMMARY**

The Groundsman is focused primarily on the maintenance of assigned work areas to achieve functionality and aesthetics. This includes picking up and disposing of garbage, watering and mowing grass and plants, landscape design, use of chemicals, equipment maintenance, and turf management. Collaborate with maintenance team to make sure the grounds and buildings are properly cared for. Ensure that all tasks are carried out safely and effectively with due regard to health and safety of self, faculty, staff, visitors and other stakeholders. This is a full-time position and the position holder reports to the Director of Facilities Management.

#### **DUTIES & RESPONSIBILITIES**

- Maintains the lawns, grounds, fields, edges of roadways and other green areas in good condition.
- Cleans, repairs and paints benches, fountains, poles, signs and other static areas.
- Keeps facilities and grounds free from trash, litter, debris and weeds, and ensures area is safe by removing unwanted items.
- Uses machinery, equipment and materials in a safe and effective manner in accordance with operators' manuals with due regard to health and safety instructions and risk assessments, and performs routine maintenance of machinery, equipment and materials.
- Assists in emptying bins and cleans garbage areas daily.
- Cleans paving, drains, concrete surfaces, and other drainage areas.
- Sprays grounds with chemicals.
- Power washes roadways and around buildings.
- Maintains inventory of tools on site and delivers tools to storeroom at end of the work day.

- Works in other areas of the Facilities Management Department to provide support during absences or shortage of staff in other trades or to perform duties associated with light construction projects.
- Participates in team activities.
- Contributes to maintenance of the university's strategic pillars.
- Performs other assigned duties commensurate with the position.

## **QUALIFICATION AND EXPERIENCE**

To perform this job successfully, the position holder must be able to perform each essential duty satisfactorily. The position requires:

- A minimum of one (1) year of experience in a similar position.
- Experience in mowing, fertilizing, weed and pest control.
- Experience using machinery, equipment and tools to perform duties.
- Certificate in horticulture or landscaping will be an asset.

## **REQUIRED KNOWLEDGE, SKILLS AND ABILITIES**

- Knowledge of the preparation and upkeep of gardens and facilities.
- Ability to use lawn mowers, weed wacker, blowers and basic gardening tools.
- Willingness to work under varying weather conditions.
- Good understanding of waste management and hygiene principles.
- Excellent organisational skills.
- Ability to work independently and use own initiative.
- Ability to communicate effectively with co-workers, students, faculty and staff both verbally and in writing.
- Ability to function as an effective team member.
- Requires flexibility and understanding that all maintenance staff may be required to perform duties outside their normal area of expertise to meet the mission and goals of the Department.

## **OTHER REQUIREMENTS**

- Attention to details.
- Highly organized.
- Appropriate appearance and demeanour required.
- Commitment to the high moral, spiritual and ethical values of the University

*Applications should include a Cover Letter, a detailed Curriculum Vitae, two (2) written recommendations, including one from current employer, photocopies of relevant academic qualifications and contact number/s should be forwarded to:*

**THE HUMAN RESOURCE DEPARTMENT  
UNIVERSITY of the SOUTHERN CARIBBEAN  
P. O. BOX 175  
PORT OF SPAIN  
TRINIDAD & TOBAGO**

Or email us at: [hr-recruitment@usc.edu.tt](mailto:hr-recruitment@usc.edu.tt)

*Applications should be received no later than May 15, 2025.*

*The University wishes to thank all applicants for their interest. However, only short-listed applicants will be contacted.*