



To enrich education through diversity, The College of New Jersey is an Equal Opportunity Employer and is dedicated to the goal of building a culturally diverse staff committed to teaching and working in a diverse environment, and strongly encourages applications from women, minorities, individuals with disabilities and veterans.

Close Date: August 20, 2024

Job Title: Grounds Worker

NJ CSC Job Spec Code & Title: 42744 - Grounds Worker

Job Category: Classified, Non-Competitive, 40 Hour Workweek

Union Description: IFPTE

Class Code: 09

Internal Salary Range: O10/\$37,640.67-\$52,449.94

External Salary Range: O10/\$37,640.67-\$42,577.10 Steps 1-4)

The internal salary range is used for applicants who are current NJ state employees with underlying classified status for promotional calculations who meet the requirements below.

The external salary range is used for candidates who are not NJ state employees who meet the requirements below.

Position Summary:

The College of New Jersey's Department of Facilities & Administrative Services is a large operational service organization that provides a broad array of services to the campus community through the following offices: Automotive Services, Building Services, Energy & Central Utilities, Facilities Operations, Grounds & Landscape Maintenance Services, Mailing & Receiving Services, Occupational Safety and Environmental Services and Risk Management Services.

The Grounds Department is seeking candidates to serve as a Grounds Worker under the direction of a Head Grounds Worker and other supervisory personnel. The Grounds Department maintains all campus lawns and planting beds as well as athletic fields, with the ultimate goal of providing a safe and aesthetically pleasing campus for our students, staff and guests. Grounds is also responsible for snow removal and de-icing of campus roads, parking lots, parking garages and sidewalks. The selected candidate will also be responsible for operating heavy equipment, including backhoe(s), Skid Steers and off-road equipment.

Note: This position is deemed as "essential", and the selected candidate will be required to report to work in the event of an inclement weather emergency.

Main Responsibilities:

- Layout, mark, groom and line athletic fields.
- Mow turf around the campus utilizing riding and walk behind mowers. Areas include all turf around academic buildings, residence halls, sport fields, common areas and right of ways.
- Provide maintenance of planting beds including, weeding, mulching, edging, and planting to replace damaged plant material, pruning and removal of trees and shrubs.
- Landscape construction, including the building of walls, patios and creating of new beds or preparation of existing beds for installation of plant material. Preparation of soil for plants and installing the plant material.
- Perform snow removal operations utilizing snow plows, walk behind blowers and application of deicing materials.



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- Provide exterior grounds maintenance needs, including asphalt repair, signage replacement and maintenance of the lakes.
 - Policing of entire campus for litter and debris including landscaped areas, roads, parking lots and garages.
 - Maintain Grounds equipment, including power hand tools and mowers.
 - Leaf removal, including the use of blowers and leaf vacuums.

Required Qualifications:

- **Experience:** A minimum of one year of experience in semiskilled grounds and landscape maintenance, including, but not limited to, mowing, weed whacking, trimming, and planting of trees and shrubs.
- **License:** Possession of a valid driver's license in good standing issued by the state of residence is required.
- Evening, weekend and holiday overtime for events and weather-related issues are to be expected.
- Must be able to lift 50 pounds.
- Ability to work in hot and cold temperatures.
- Ability to work in a dirty and dusty environment.

Persons with disabilities may request reasonable accommodations in order to perform the essential functions of the position. If the requested accommodation(s) cannot be made because it would cause the employer undue hardship, the applicant may not be eligible for the position.

Preferred Qualifications:

- Valid New Jersey Certified Pesticide Applicators License is preferred.

Employer Qualifications:

- Final offer of employment is contingent upon the successful completion of a background check and reference checks.
- **Residency Requirement:** In accordance with the New Jersey First Act P.L. 2011 c.70, effective September 1, 2011, new public employees in certain positions (faculty exempt) are required to obtain New Jersey residency within one (1) year of employment. Applicants must meet the requirements listed.

About TCNJ:

TCNJ is a highly selective institution that has earned national recognition for its commitment to excellence. Founded in 1855, TCNJ has become an exemplar of the best in public higher education and is consistently acknowledged as one of the top comprehensive colleges in the nation. TCNJ currently is ranked as one of the 75 "Most Competitive" schools in the nation by Barron's Profiles of American Colleges and is rated the No. 1 public institution in the northern region of the country by U.S. News & World Report. TCNJ was named the #10 value in public higher education by the Princeton review in 2009 and, in 2006, was awarded a Phi Beta Kappa chapter - an honor shared by less than 10 percent of colleges and universities nationally. A strong liberal arts core forms the foundation for programs offered through TCNJ's seven schools - Arts



& Communication; Business; Education; Humanities and Social Sciences; Science; Nursing, Health, and Exercise Science; and Engineering. TCNJ faculty members are teacher-scholars who share a commitment to liberal learning. TCNJ is located within an hour, by train, of New York City and Philadelphia. The College's campus is set on 289 tree-lined acres in suburban Ewing Township and is known for its natural beauty and has 39 major buildings.

Employee Benefits:

As a member of The College of New Jersey Community, you will be a part of an exciting and rewarding public university career. Eligible full-time employees will be able to take advantage of a generous benefits package that includes health, welfare, and retirement benefits, including:

- Comprehensive benefit plans covering medical, dental and prescription plans
- Generous leave entitlements program and Energy Savings Program
- Employee and dependent Tuition Waiver and Reimbursement Program
- Pension, retirement, and deferred compensation plans, group life insurance
- Employee Assistance Program (EAP)
- Employee affinity groups
- [New Jersey State Employee Discount Program](#) (Pet insurance, cell phone plan discounts, discounted amusement park tickets, etc.)
- Access to extensive learning opportunities

To view a comprehensive list of benefits available to employees, visit our [Health Benefits Plans and Programs](#) page to learn more!

Application Instructions:

Qualified candidates should apply online at: careers@tcnj.edu and submit a letter of interest, resume (CV), as well as the names and contact information for three professional references. Applications will be considered until a viable candidate is selected.

SAME Applicants:

If you are applying under the New Jersey "SAME" program, your supporting documents (Schedule A or B letter), resume (CV), as well as the names and contact information for three professional references by the closing date listed above to: same@tcnj.edu.

For more information on the SAME program visit their website at: <https://nj.gov/csc/same/overview/index.shtml>, email: SAME@csc.nj.gov, or call CSC at: 833-691-0404.