



## GROUNDSKEEPER

The Housing Authority of Covington has a new opening for a Groundskeeper reporting to the Maintenance Foreman. This position is responsible for helping to maintain the grounds and common areas around our various locations.

Primary responsibilities for this position include:

- Maintains grounds with the use of common tools such as brooms, shovels, rakes, mops, leaf blowers, hedge clippers, and wheelbarrows.
- Cleans landscaped and playground areas.
- Cleans yards when residents fail to care for their own area.
- Manages trash receptacles when not properly handled by resident.
- Sweeps common sidewalks and parking lots.
- Assists with the disposal of abandoned, unwanted, or unauthorized furniture.
- Picks up and properly disposes of litter at assigned community.
- Distributes routine correspondence, memos, and reports to residents.
- Keeps the Maintenance Foreman informed of any noticeable irregularities concerning properties.
- Performs other duties as assigned

Qualified applicant should have:

- High school diploma or equivalent.
- Knowledge of general grounds care procedures.
- Able to understand and follow oral and written instructions from supervisors.
- Able to report for work on a consistent and timely basis.
- Able to establish and maintain effective working relationships with employees, residents and the general public.
- Must be physically able to lift up to 50 lbs., climb, stoop, stand, carry, load and unload, move large items and other related physical activities common to outdoors-type labor.
- Must be able to work for extended periods of time in inclement weather including, but not limited to, freezing temperatures, 90+ degree temperatures, rain and snow.
- Valid drivers license required

\*\*\* Please forward resume to [HR@HACOV.ORG](mailto:HR@HACOV.ORG) \*\*\*