

Job Title: Groundskeeper
Department: Facilities / Maintenance
Reports To: Facilities Supervisor
Location: Big Horn County, WY
Employment Type: Full-Time

Job Summary:

The Groundskeeper is responsible for maintaining the appearance, safety, and functionality of outdoor grounds, landscapes, and facilities. This role performs routine and seasonal maintenance tasks including lawn care, landscaping, irrigation, janitorial, snow removal (where applicable), and minor repairs to ensure a clean, attractive, and safe environment for employees, residents, visitors, or the public.

Key Responsibilities:

Mow, trim, edge, fertilize, and maintain lawns and grassy areas using various hand tools and power equipment (mowers, string trimmers, blowers, etc.).
Plant, prune, trim, and care for trees, shrubs, flowers, and other ornamental plants.
Maintain flower beds, mulch areas, and hardscapes (walkways, patios, fences).
Operate and maintain irrigation systems, including troubleshooting and making minor repairs.
Perform seasonal tasks such as leaf removal in fall, snow/ice removal and salting in winter, and preparation for spring/summer.
Collect and dispose of trash, debris, and organic waste from grounds.
Monitor grounds for safety hazards, pest issues, or needed repairs and report them promptly.
Assist with setup and teardown for outdoor events, or special activities.
Perform minor maintenance on groundskeeping equipment and vehicles.
Follow all safety protocols, wear appropriate PPE, and maintain a clean work environment.
Collaborate with facilities, maintenance, and other teams as needed.

Qualifications & Requirements:

High school diploma or GED (preferred).
Must pass a background check
1–2 years of experience in landscaping, grounds maintenance, or a related field (entry-level candidates with strong work ethic and willingness to learn will be considered).
Valid driver's license with a clean driving record.
Ability to operate and maintain a variety of groundskeeping equipment safely.
Knowledge of plants, turf management, soil care, and basic horticulture principles is a plus.
Physical stamina to perform manual labor outdoors in varying weather conditions.
Ability to lift up to 50–75 lbs and work in kneeling, bending, or standing positions for extended periods.

Preferred Skills:

Certification in pesticide/herbicide application or landscaping (e.g., Certified Grounds Technician).
Experience with heavy equipment (tractors, backhoes, etc.).
Basic knowledge of irrigation systems and electrical troubleshooting.
Strong attention to detail and customer-service orientation.
Ability to work independently and as part of a team.

Working Conditions

Primarily outdoor work in all weather conditions (heat, cold, rain, snow).
May include early morning, evening, or weekend hours depending on seasonal demands.

Exposure to noise, dust, chemicals, and machinery.

Compensation & Benefits

Competitive hourly wage: Depending on experience

Benefits such as health insurance, retirement plan, paid time off

We are an Equal Opportunity Employer and encourage applications from diverse candidates.