



**American Samoa Community College**  
*Physical Facilities Management*  
**EMPLOYMENT OPPORTUNITY**

**Position Title:** Groundskeeper (2)  
**Employment Status:** Full Time / 12 Months – Career Service

**General Description:**

The Groundskeeper (2) reports directly to the Chief Security & Grounds Supervisor. The Groundskeeper (2) is responsible for the day to day grounds maintenance of the campus.

**Job Duties and Responsibilities:**

- Perform routine maintenance of campus grounds, which includes cutting trees, pruning plants and mowing the lawn on a daily basis or as needed.
- Perform routine maintenance of all gardens around campus to ensure upkeep and beautification of grounds.
- Perform trimming of tall trees and bushes around campus and plant accordingly.
- Clean grounds and removes litter from waterway streams, especially during rainy season.
- Be responsible for the care, maintenance and inventory of all supplies and equipment owned by the College which is utilized for providing service.
- Assist in reporting ground related incidents for the improvement of physical facilities maintenance of the College, and be able to work cooperatively with all students and staff.
- Assist students and employees with ground related problems such as removing any physical objects that may pose as hazard or cause litter on campus.
- Perform other related duties assigned by the Chief Security/Ground Supervisor or Physical Facilities Management Officer.

**Minimum Qualifications:**

- High School Diploma
- In lieu of a diploma, three (3) years of experience is required in the field

**Salary:**

GS 06/11: \$11,617.00 per annum

**Application Deadline: December 12, 2017 no later than 4:00pm.**

Applications are available from American Samoa Community College, Human Resources Office (699-9155 Ext. 401/428/441), or by emailing Silaulelei Saofaigaalii at [s.saofaigaalii@amsamoa.edu](mailto:s.saofaigaalii@amsamoa.edu) or Lipena Samuelu at [l.samuelu@amsamoa.edu](mailto:l.samuelu@amsamoa.edu)

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