



American Samoa Community College
Physical Facilities Management Office
EMPLOYMENT OPPORTUNITY

Position Title: Groundskeeper (3)
Employment Status: Full-Time/12-Month (Career Service)

General Description:

The Groundskeeper reports directly to the Grounds Supervisor. The successful candidate will be responsible for the day to day grounds maintenance of the College.

Job Duties and Responsibilities:

- Perform routine maintenance of College campus grounds by cutting trees, pruning plants and mowing the lawn on a daily basis or as needed.
- Perform routine garden maintenance of all gardens around campus to ensure upkeep and beautification of grounds.
- Perform trimming of tall trees and bushes around campus, and planting accordingly.
- Clean grounds and remove litter from waterway streams, especially during rainy periods.
- 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 the 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 a hazard or cause litter on campus.
- Perform other related duties assigned by the Ground Supervisor or Physical Facilities Management Officer.

Minimum Qualifications:

- High School Diploma
- Three (3) years of direct related experience.

Salary: GS 07/10-12: \$12,306.00 - \$13,346.00 per annum

Application Deadline: May 11th, 2021 no later than 4:00pm.

Applications are available from American Samoa Community College, Human Resources Office 699-9155 Ext. 460/466/460/456/474, <http://www.amsamoa.edu/employmentopportunities.html> or by emailing ascchumanresources@amsamoa.edu.

“An Equal Opportunity/Affirmative Action Employer – And a Drug-Free Workplace”

AMERICAN SAMOA COMMUNITY COLLEGE
P.O. Box 2609, Pago Pago, American Samoa 96799
(684) 699-9155 • (684) 699-8606 (fax)