**STUDENT ASSISTANT JOB DESCRIPTION**

<table>
<thead>
<tr>
<th>Department: Grounds</th>
<th>Supervisor: Romy Subaba, Manager</th>
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<tbody>
<tr>
<td><strong>Job Title:</strong> Student Assistant – Grounds</td>
<td><strong>Hours to be Worked:</strong> varies</td>
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<td><strong>Pay Level:</strong> 1</td>
<td><strong>Hourly Pay Rate:</strong> $15.00</td>
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**Job Summary (purpose of nature of work):** Under the direction of Manager and Lead Groundskeeper, student will assist grounds personnel in a variety of duties, including but not limited to landscaping, gardening, maintenance and upkeep of campus grounds and Academy Road. CMA grooming standards as described in student hand book are to be maintained at all times.

**Job Duties:**

- Watering, trimming of shrubs, hedges and trees
- Trash pickup
- Proper disposal of green and wood waste
- Mowing, blowing and raking of leaves
- Other duties as assigned

**Required (or Preferred) Skills, Knowledge, and Abilities:**

- Must be reliable
- Experience in gardening and general grounds maintenance work
- Enjoy working outdoors with the ability to adapt to varying weather conditions such as heat, cold and rain