



Job Announcement

Eligibility: Housing Authority of the City of Pueblo Employees and Qualified Public

May 29, 2026

The Housing Authority of the City of Pueblo has an opening for the position of:
Groundskeeper.

This is a full-time non-exempt (hourly) position with a starting rate of \$18.00 per hour in addition to our full-time benefit package with over 30 days of paid time off accrued in the first year of employment, affordable health insurance with contributions towards your health savings account from the agency and more!

Please review the attached job description and qualifications carefully before completing an application.

Applications may be obtained at the Central Management Facility, 201 S. Victoria Ave between 8:00 a.m. and 4:30 p.m. or on our website at www.hapueblo.org

You may submit your application in-person or email to:

anthony.linan@hapueblo.org

Job posting will remain open until filled.



Date: 05/2026

Title: Groundskeeper

Status: Full-time/Non-exempt

General Purpose

Performs manual work of routine difficulty involving grounds maintenance, as well as other related work as assigned by supervisor. Maintains the appearance, cleanliness, and safety of housing authority properties including lawns, landscaped areas, walkways, parking lots, playgrounds and common outdoor spaces. The role supports safe, attractive and well-maintained properties for tenants and visitors.

Supervisory Responsibilities

No supervisory responsibilities.

Essential Duties and Responsibilities

- Mows lawns, edges sidewalks, trims, pulls, sprays, weeds and rakes leaves/debris as assigned.
- Trims trees, shrubs, bushes and hedges.
- Cultivates and maintains flower and shrubbery beds, waters grass and plants.
- Applies fertilizer, pesticides, and herbicides as directed.
- Maintains appearance of grounds by picking up litter, sweeping sidewalks, parking lots and entryways, and emptying trash containers.
- Completes snow removal tasks such as shoveling sidewalks, steps and doorways as needed during winter months.
- Operates snowblower to clear roads, sidewalks, driveways, and parking lots.
- Participates in the removal of belongings in evictions, move outs or property clean-up as necessary.
- Addresses any observed grounds or common area hazards, vandalism or maintenance needs to the immediate supervisor.
- Responsible for following safety rules and adhering to personal protective equipment requirements.
- Other duties as assigned.

Licensure, Credentials & Experience

- Valid Colorado Drivers' License in good standing required.
- Demonstrated experience in customer service excellence required.
- One to two years of relevant groundskeeping experience preferred.

- High school or equivalent education level preferred.

General Knowledge & Qualifications

- Ability to work both independently and as part of a team.
- Strong organizational skills and attention to detail.
- Have strong communication skills with the ability to write detailed notes and comprehend written instructions.
- Ability to process work on assigned projects to completion and be able to adapt to changing priorities.

Materials & Equipment Used

- Typical groundskeeping power equipment such as trimmer, mowers, hedgers, trimmers and edging tools.
- Manual tools such as shovels, hoes, garden forks, spades and rakes.
- General maintenance tools.
- May also utilize riding equipment such as riding mower or tiller/aerator.
- May also utilize cleaning equipment machines/tools.

Working Environment & Physical Responsibilities

- Prolonged periods of walking, standing, bending, stretching, pushing, pulling, climbing ladders or kneeling.
- Must be able to operate power equipment.
- Must be able to lift up to 50 pounds at a time frequently.
- Must be able to work in a variety of weather conditions.
- May be exposed to chemicals or skin irritants, including vapors/fumes or unpleasant odors.
- Travel to properties throughout the city of Pueblo is required.

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties and skills required of personnel within this classification.