

GROUND/SERVICE MAN

Job Advertisement

Reporting To:	Facilities Manager	
Division:	Facilities	
Grade Level:	3.1	
Remuneration:	\$27,383.00	
Special Requirements:		
Employment Type: <input checked="" type="checkbox"/> Continuous Employment <input type="checkbox"/> Fixed Term Contract <input type="checkbox"/> Independent Contractor <input type="checkbox"/> Consultant <input type="checkbox"/> Intern	Hours: <input checked="" type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Part-Time Shift <input type="checkbox"/> Casual/Flexible	Location: <input type="checkbox"/> All Islands <input checked="" type="checkbox"/> Providenciales <input type="checkbox"/> Grand Turk <input type="checkbox"/> Salt Cay <input type="checkbox"/> North and Middle Caicos <input type="checkbox"/> South Caicos

About The Turks and Caicos Islands Airports Authority

The Turks and Caicos Islands Airports Authority (TCIAA), established under the Airports Authority Act, is responsible for the development, operation, and management of airport infrastructure across the Turks and Caicos Islands.

TCIAA operates six airports and provides air navigation services within the territory’s low-level airspace. Our mission is to deliver world-class airport facilities and operations through excellence in safety, security, efficiency, innovation, and customer service—supporting the nation’s socio-economic development and growth.

About the role

The Grounds/Service Man is responsible for maintaining the cleanliness, safety, and aesthetic appeal of outdoor and indoor spaces. This role involves performing a variety of tasks, including landscaping, general maintenance, and ensuring the proper upkeep of facilities and surrounding areas. The ideal candidate will have a strong work ethic, attention to detail, and the ability to work independently or as part of a team to ensure the smooth operation and appearance of the property.

Responsibilities and Key Deliverables

Grounds Maintenance

- Perform routine landscaping tasks, including mowing, trimming, pruning, planting, watering, and fertilizing grass, trees, shrubs, and flowers to maintain a healthy and attractive environment.

- Remove debris, trash, and litter from outdoor areas, ensuring cleanliness and orderliness.
- Maintain pathways, sidewalks, and parking areas by sweeping, raking, and clearing obstructions such as leaves, snow, or ice.

Facility Maintenance

- Conduct minor repairs and maintenance tasks on outdoor structures, fences, benches, and other property features.
- Clean and maintain tools, equipment, and machinery used for groundskeeping and maintenance activities.
- Assist in the setup and breakdown of outdoor or indoor spaces for events or special activities.

Safety and Compliance

- Ensure all work is performed in compliance with safety regulations and organizational policies.
- Identify and report potential hazards or maintenance issues to the Facilities Supervisor or Maintenance Manager.
- Use equipment such as snow blowers, lawnmowers, and other tools safely and effectively.

Collaboration and Support

- Work closely with other team members to coordinate maintenance activities and ensure efficient operations.
- Provide support to other departments as needed, including assisting with deliveries, moving furniture, or other general tasks.

Other Duties

- Perform additional tasks as assigned by the Facilities Supervisor or Facilities Manager to support the overall upkeep and functionality of the property.

Qualifications and Experience

Education:

- High school diploma or equivalent is required.

Experience:

- Previous experience in groundskeeping, landscaping, or general maintenance is preferred.
- Familiarity with the use and maintenance of landscaping tools and equipment is an advantage.

Core Skills:

- Ability to operate and maintain tools and machinery such as lawnmowers, and trimmers.
- Basic knowledge of landscaping techniques, plant care, and general maintenance practices.
- Strong attention to detail and ability to identify and address maintenance needs proactively.
- Good physical stamina and the ability to perform manual labor, including lifting, bending, and standing for extended periods.

Knowledge and Certifications:

- Knowledge of safety regulations and best practices for groundskeeping and maintenance work.

- Certifications in landscaping, horticulture, or related fields are a plus but not

Key Competencies

- **Work Ethic:** Demonstrates reliability, punctuality, and a commitment to completing tasks efficiently and to a high standard.
- **Attention to Detail:** Ensures all grounds and facilities are maintained to the highest level of cleanliness and safety.
- **Teamwork:** Works collaboratively with other team members and departments to achieve shared goals.
- **Adaptability:** Responds effectively to changing priorities, weather conditions, and unexpected challenges.
- **Safety Awareness:** Maintains a strong focus on safety regulations and practices to protect personnel, equipment, and the environment.

Working Conditions

- This position requires working outdoors in various weather conditions, including heat, cold and rain.
- Physical requirements include the ability to lift heavy objects (up to 50 lbs.), operate machinery, and perform manual labour for extended periods.
- The role may involve working on weekends, holidays, or during emergencies to address urgent maintenance needs.

Why Join TCIAA?

- Be part of a critical national infrastructure organisation.
- Contribute directly to the safety and efficiency of airport operations.
- Access opportunities for technical training and professional development.
- Work in a dynamic, team-oriented, and safety-focused environment.

Benefits

- Private Medical Insurance with integrated Life Policy (employee/employer shared)
- Employee Savings Programme
- TCIG Public Sector Employee Pension Scheme
- Training and Certification Opportunities as approved

Application Requirements

- **Cover letter**
- **Resume**
- **Two (2) professional references attesting to character and competency**
- **Enhanced police record**
- **Proof of status**

No later than April 3rd, 2026, to:

Human Resources Manager
Turks and Caicos Islands Airports Authority
Howard Hamilton International Airport
Telephone# 649-941-8692, Fax# 9415996. Email: hrrecruitment@tciairports.tc

Turks and Caicos Islanders Preferred