

## **Grounds Maintenance Position**

The Skamania County Cemetery District is hiring a full time Grounds Maintenance Worker.

The position is full time, with potential to be reduced to 80% during winter. Full job description is listed below. The salary range is \$11.21-\$13.56; Applications will be accepted until April 4<sup>th</sup> at 4:00; they can be turned in at the Cemetery District office at 802 Metzger Road, Carson, WA or via mail PO Box 357, Carson, WA.

### **Job Description**

#### **Summary**

The Grounds Maintenance Worker classification performs physical labor to establish and maintain turf, plants, shrubs and ground cover throughout the District's properties. Duties involve the use of various equipment, specialized machines and hand tools to perform work including mowing, weed eating, irrigating, pruning, planting, and fertilizing. Due to the work environment, incumbents work under limited supervision, broad direction and exercise considerable judgment in day-to-day maintenance activities. Functions under the general supervision of the District Manager.

#### **Essential Functions**

Maintain grounds by performing general grounds maintenance including mowing, pruning, planting, fertilizing and top-dressing.

Operation and transport of commercial mowers, tractors and other equipment as required.

Maintain equipment in good working condition.

Perform removal of snow from district property as required.

Operate chain saws and haul-line rigging to cut and remove hazard trees and limbs from District property and to clear sites to use.

Maintain records as required by the department.

### Peripheral Functions

Perform local grounds litter control.

Responds to on-call as requested.

Perform other duties as assigned.

Perform burials and headstone installation.

Assist with and/or perform District Manager duties in their absence.

### Knowledge, Skills and Abilities

Knowledge of standard methods, tools, materials, and equipment used in the maintenance of grounds as required by the position.

Knowledge of occupational hazards, safety standards and procedures.

Skill in the use and care of hand power tools, as well as in the use the tractors and tractor mounted grounds equipment.

Skill in functioning as a team member.

Ability to work independently in performing assigned duties.

Ability to perform work effectively and safely in close proximity to both the public and employees in other departments.

Ability to read, understand and follow written and oral instructions.

Ability to establish and maintain an effective working relationship with department supervisor, co-workers, other district employees, and the general public.

Ability to perform strenuous outdoor and/or indoor labor for extended periods in all weather conditions.

Knowledge of basic computer skills, including but not limited to Microsoft Office and Excel.

### Education and Experience

High School Diploma or GED

One year experience involving grounds maintenance experience; landscape construction and/or maintenance or any other labor intensive work experience that directly involves the skills required to operate machinery, small tools, power tools, vehicles or equipment. Any combination of education and experience that would provide the knowledge, skills, and abilities to perform the essential functions of this position will be considered.

#### Licenses/Certificates

Possession of valid state driver's license required & proof of clear driving record.

Ability to obtain certification and/or licenses as required by the position.

#### Working Conditions

Work is performed at various district locations including facilities, building, grounds and parks. Work is performed outdoors and indoors under varying conditions. Working in moderate to extreme weather conditions is required. Working alone for extended periods of times and traveling to and from job sites is required. Potential hazards exist in working with and around the equipment required to do the work, such as tractors, commercial mowers, chippers, etc.; as well as working with a variety of chemicals.

#### Physical Requirements

The duties of the above position require the strength, agility and stamina to perform manual labor, for extended periods of time both in and out of doors in varying climate conditions; the stamina to operate tractors, commercial mowers, and other equipment for extended periods of the time; shoveling, pushing pulling, stooping, bending, reaching, kneeling, twisting and the ability to lift 100 pounds. Requires hand and finger dexterity, sense of touch, gripping with fingers and hands; ability to see, hear voice conversation, and to speak.

**The statements contained herein reflect general details as necessary to describe the essential functions of this job, the level of knowledge and skills typically required, and the scope of**

responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the work load.

It is the policy of Skamania County Cemetery District to not discriminate against any person with regard to race, color, religion, sex, age, national origin, marital status, or physical/mental disability.