

**CATHOLIC CEMETERIES ASSOCIATION
ANNOUNCEMENT OF POSITION AVAILABILITY**

TITLE: Grounds person II, Irrigation

DIVISION: Catholic Cemetery Association – Rosario Cemetery, Santa Fe, NM

SUPERVISOR: Project Manager

FOREMAN: Rosario Cemetery Grounds Foreman

STAFF SUPERVISED: None

STATUS: Hourly - Full Time

WORK CONDITIONS: Lifting of materials: not to exceed 80 lbs. Work assignment will be assigned at Rosario Cemetery in Santa Fe, NM. However, may be called upon to assist at other cemetery locations. Travel in inclement weather may be required as will overtime hours during peak periods. This may include weekend and holidays.

MAJOR FUNCTIONS AND RESPONSIBILITIES:

Performs specialized duties in irrigation and grounds maintenance.

QUALIFICATIONS:

Education/Work Experience/Skills and Personal Requirements

- High school graduate
- Possess technical knowledge in irrigation, water well systems and grounds maintenance
- At least two – five years' experience in a specialized skill.
- Knowledge of local and state laws and regulations relevant to the specialized trade
- Ability to project a professional, sincere and friendly manner at all times
- Ability to work well with all cemetery employees and supervisors.
- Demonstrated sensitivity to a multicultural church

SPECIFIC DUTIES:

1. In work situation and dealing with co-workers and public, adhere to the Mission Statement of the Catholic Cemeteries and follow policies and procedures of the Catholic Cemeteries Association.
2. Work on special projects at any one of the three cemeteries using specialized skills as directed.
3. Completes assignments and duties within the procedures established for that job.
4. Maintains equipment/tools used for projects at any of the three cemeteries.
5. Conducts periodic safety operating checks on all equipment, tools and grounds and reports findings to the supervisor.
6. Specialized skills may be utilized to develop future cemeteries, buildings, grounds, etc.
7. May be called upon to perform interments, routine maintenance or others tasks as may be required and as directed by the supervisor.
8. Works within the realm of policy set forth at the individual cemeteries.
9. Install, troubleshoot, repair, maintain and monitor all aspects of irrigation systems, including controllers.
10. Knowledge and understanding of the application of herbicides, pesticides, and fertilizers.
11. Willingness to gain the necessary knowledge, certification, etc., of the application of herbicides, pesticides, and fertilizers, if required.
12. Apply and/or supervise the application of herbicides, pesticides, and fertilizers as scheduled at all locations, as directed.
13. May be called upon, at the discretion of the immediate supervisor, to perform comparable duties of a similar or related nature or to assist in areas where the Catholic Cemeteries needs require.

PAY STEP: 3 (\$29,868.80 + excellent benefits package)

CONTACT: Project Manager, 505-243-0218 or email aleyba@asfcca.org

POSTING DATE: June 7, 2019 **CLOSING DATE:** until filled