

DIOCESE OF SACRAMENTO JOB DESCRIPTION

PARISH: POSITION: Parish Groundskeeper / Gardener CLASSIFICATION: Non-Exempt SCHEDULE:

SUPERVISOR: Pastor and Pastoral Associate

ESSENTIAL FUNCTIONS:

Definition:

Under the supervision of the pastor or his delegate, to maintain parish grounds.

Examples of Duties:

Mow and edge lawn areas weekly; maintain all plant material for neat appearance and correct growth habits; weed; remove debris from grounds; apply fertilizer, herbicides, etc., as needed; monitor, adjust and repair irrigation system.

MINIMUM QUALIFICATIONS:

Knowledge of: Correct and safe operation and maintenance of all grounds equipment; plant care and maintenance, including use of chemicals or herbicides; planting and growing patterns; irrigation systems.

Ability to: Provide physical labor in groundskeeping situation; operate and maintain grounds equipment effectively and safely; organize duties; keep to a schedule; drive a car or light truck; lift and carry 100 pounds; maintain confidentiality; work well with others; work independently.

Skills: Operate mower, edger, blower, spreader, trimmer, rototiller, dethatcher, irrigation system, and other gardening tools.

Experience: One year experience required.

Education: Eighth grade graduation or equivalent.