



PUYALLUP TRIBE OF INDIANS



JOB ANNOUNCEMENT

Opens: May 16, 2017

Closes: May 30, 2017

JOB TITLE: SEASONAL LAWN CARE WORKER

**DEPARTMENT: ELDERS LAWN CARE
MAINTENANCE**

REPORTS TO: LEAD OUTDOOR LAWN MAINTENANCE

SALARY: BASED ON SALARY MATRIX + BENEFITS

POSITION SUMMARY:

Performs routine manual labor for upkeep of Elders homes.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Cuts grass, waters lawn, and provides general grounds keeping maintenance at Elders homes as requested.
2. Removes trash and assists Elders as needed.
3. Ensures walkways are free from debris by sweeping as required.
4. Performs other duties as assigned.

SUPERVISORY RESPONSIBILITIES

This position has no supervisory responsibilities.

QUALIFICATIONS AND REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

Less than high school education; or up to one month related experience or training; or equivalent combination of education and experience.

Language Skills

Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

Mathematical Skills

Ability to add and subtract two digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of American money and weight measurement, volume, and distance.

Reasoning Ability

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

Licenses or Certificate

Valid Washington State Driver's License required.

Other Skills and Abilities

Requires time management skills, basic knowledge of simple repair and maintenance work, and ability to work well with others and provide respect to Elders.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and taste or smell.
- The employee must occasionally lift and/or move up to 50 pounds.
- While performing the duties of this job, the employee is frequently required to sit; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is occasionally exposed to wet and/or humid conditions; moving mechanical parts; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; extreme cold; extreme heat; risk of electrical shock; risk of radiation; and vibration.
- The noise level in the work environment is usually moderate to loud.

The Puyallup Tribe of Indians reserves the right to revise or change job duties and responsibilities as the need arises. This position description does not constitute a written or implied contract of employment.

INDIAN PREFERENCE EMPLOYER AS REQUIRED BY LAW

HOW TO APPLY:

Submit application and resume postmarked by the closing date to:

Human Resource Department
Puyallup Tribe of Indians
3009 East Portland Avenue
Tacoma, WA 98404

Ph.#: (253)573-7863

Fax#: (253)573-7963

Email: jobs@puyalluptribe.com

*Note: Applications & copies of job announcements available at Rm. # 157
or online at www.puyallup-tribe.com*