



# PUYALLUP TRIBE OF INDIANS



## JOB ANNOUNCEMENT

**OPEN: JUNE 4, 2018**

**JOB TITLE: LANDSCAPER (SEASONAL)**

**REPORTS TO: MAINTENANCE & REHAB MANAGER**

**SALARY: \$13.33 HOUR (NO BENEFITS)**

**CLOSES: JUNE 19, 2018**

**DEPARTMENT: HOUSING**

**HOURS: 40 HRS/WK – TEMPORARY**

### POSITION SUMMARY:

Under the general supervision of the Maintenance & Rehab Manager, performs a variety of outdoor lawn and maintenance activities.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Routine duties include mowing, edging and weeding. Prunes trees and shrubs as needed. Removes moss and fertilizes lawns and flower beds. Picks up and removes yard debris. Hauls debris to dump.
2. Trims and removes trees.
3. Assists with the laying of gravel, topsoil or sod delivered to project sites.
4. Clears properties of invasive bushes/shrubs, ivies and other weeds.
5. Uses a variety of power and motorized equipment such as weed trimmers, chain saws, backpack blowers, rototillers, riding lawn mowers, sweepers, aerators, sod cutters and snow blowers, etc.
6. 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

High school diploma or general education degree (GED); or one-year related experience and/or training; or equivalent combination of education and experience. Must pass a criminal background check.

### Other Requirements

- Grounds maintenance, gardening and landscaping techniques.

- Ability to ensure proper handling and disposal of chemicals as required by the Material Safety and Data Sheets (MSDS).
- Establish and maintain cooperative and effective working relationships with others.

*Note: Part-time work is prorated in crediting experience (e.g., if you work 20 hours per week for a 12-month period you will be credited with 6 months of 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 routine written or oral instructions.

### **Licenses or Certificates**

Must have and maintain a valid and unrestricted Washington State driver's license and proof of insurance. Driver's License must not contain any restrictions that would otherwise prevent the employee from operating a Tribal vehicle or complying with the Tribe's Vehicle Use Policy.

## **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 regularly required to use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear.
- The employee frequently is required to stand and walk.
- The employee is occasionally required to sit and taste or smell.
- The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

## 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 frequently exposed to adverse weather conditions, noise, chemicals and dangers of working in the vicinity of heavy equipment or power tools.
- The noise level in the work environment is usually very loud.
- Work may be performed on steep terrain or uneven surfaces.
- There are frequent trips to off-site locations.

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 & resume postmarked by the closing date to:*

Human Resource Department  
Puyallup Tribe of Indians  
2002 East 28<sup>th</sup> Street  
Tacoma, WA 98404

Ph.#: (253)573-7863

Fax#: (253)573-7963

Job Line#: (253)573-7943

*Note: Applications & copies of job announcements available at Rm. # 119.*