



Holy Cross Funeral and Cemetery Services seeks a full-time 40-hour per week Seasonal Groundskeeper

Job Description Summary:

The groundskeeper is an essential part of the grounds staff and is responsible for supporting the appearance and maintenance of the grounds of three cemeteries locations. The groundskeeper supports the organization by working year-round by maintaining the organization's properties and facilities and assisting with burials.

Landscaping and Grounds Maintenance:

- Mow lawns, trim and edge walks ways, flower beds and walls
- Prune shrubs and trees to shape and improve growth, remove damaged leaves, and branches
- Spray lawn, shrubs, and trees with fertilizer, herbicides, and insecticides
- Rake and bagging leaf and remove litter
- Plant grass, flowers, trees, and shrubs,
- Shovel snow and spread salt on public passage, walks and driveways

Facility and Equipment Maintenance:

- Paint fences and outbuilding,
- Clean drainage ditches and culverts
- Tool upkeep including sharpening tools and minor repairs on equipment
- General facility maintenance and cleaning

Burials:

- Assist with set-up and tear down for burials, including, but not limited to setting up of outdoor tents, operating backhoe, and lowering equipment
- Assist families with locating gravesites

Minimum Qualifications:

- High school diploma or equivalent
- Ability to read, write and comprehend simple instructions, short correspondence, and memos
- 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

Desired Qualifications:

- Prior experience with cemetery and burial set-up
- Prior backhoe operating experience



Work Environment and Physical Demands:

The work environment and physical demands characteristics described here are representative of those an employee encounters while performing the key accountabilities of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the key responsibilities.

While performing the duties of this job, the employee is regularly exposed to outdoor weather conditions. The employee is frequently exposed to work near moving mechanical parts. The employee is occasionally exposed to vibrations. The noise level in the work environment is usually moderate.

The employee must regularly lift and/or move up to 50 pounds, frequently lift and/or move up to 25 pounds, and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, depth perception, and ability to adjust focus. While performing the duties of this job the employee is regularly required to stand, walk, use hands to finger, handle or feel; reach with hands and arms; climb or balance and stoop, kneel, couch, or crawl. The employee is occasionally required to talk or hear.

Please apply in person at Holy Cross Funeral and Cemetery Services, 7200 North Wall Street, Spokane, WA; contact Nathan Hueser at 509 467-7346.