

The Santa Rosa Rancheria is accepting applications for the following position. Applications are available at the Human Resources Department, Monday-Friday from 8am-5pm, (Excluding Holidays) or you may contact the Human Resources Department at (559) 924-1278 ext. 4003 or visit our Tribal Website at www.tachi-yokut-nsn.gov

Job Requisition Form

Position to be filled: Groundskeeper II

Department: Maintenance

Required Qualifications/Essential Duties:

- High school diploma or General Education Degree (G.E.D) plus one year related experience - **Required;**
- Valid California Driver License – **Required;**
- Must be insurable through company's carrier and maintain throughout employment – **Required;**
- Trims an edges around walks, flower beds and walls
- Prunes shrubs and trees to shape and improve growth or remove damaged leaves, branches or twigs;
- Sprays lawn, shrubs and trees with fertilizer, herbicides and insecticides;
- Rakes and bags or burns leaves;
- Cleans grounds and removes litter around tribal buildings, cemetery and Tribal Elder yards;
- Plants grass, flowers, trees and shrubs;
- Waters lawn, shrubs and plants;
- Repairs, install fences, gates, walls and walks;
- Cleans out drainage ditches and culverts;
- Sharpens tools such as weed cutters, edging tools and shears;
- Makes minor repairs on equipment such as lawn mower, spreader;
- Dispose of major debris;
- Reports needed repairs and safety concerns;
- Drive to job sites;
- Assist with funerals at Tribal Cemetery;
- Drive company vehicle or personal vehicle to conduct business on behalf of the Maintenance Department;

Reports To: Groundskeeper Supervisor

Starting Rate of Pay: \$15.25 per hour (Non-Exempt)

Approximate Hours: 40+ hrs. Per wk.

Date Posted: July 28, 2020

Deadline: Open Until Filled

Department Director

Date

Human Resources Director

Date

The Santa Rosa Rancheria Tachi-Yokut Tribe shall extend employment preference across all employment opportunities for qualified Native Americans in accordance with and subject to applicable law, including Title VI of the Federal Civil Rights Act, which recognizes Native American employment preference.