Cemetery Groundskeeper – part time

Reporting to the Director of Cemetery, the basic function of the Groundskeeper is to perform duties in the general repair and maintenance of buildings and Cemetery grounds.

QUALIFICATIONS: High School graduation or GED equivalency preferred. Preferred experience operating equipment such as trucks, snow plow equipment, commercial lawn equipment, tractor, and tow motor or a combination of education and experience from which comparable knowledge and skills are acquired. Possess good organizational skills and able to communicate effectively. The ability to successfully complete a Level 1 criminal background check.

GENERAL RESPONSIBILITIES:
- Cares for lawns, including mowing, edging, trimming, cleaning, and raking, and trimming trees and hedges.
- Operates grounds keeping and general maintenance equipment, such as tractor, lawn mower, weed eater and trimmer.
- Assists in digging grave sites and set up for interment.
- Picks up and transports refuse, brush and other unwanted material to dump site.
- Performs minor cleaning and repair of grounds keeping equipment, such as checking oil level, lubrication, cleaning, and safety items.
- Considerable heavy physical work performed such as: lifting, pushing or pulling of objects up to 50 pounds, any item over 50 pounds would require incumbent to request assistance.
- Work involves moderate exposure to chemical, mechanical or electrical hazards, unusual elements, such as extreme temperatures and work out of doors in inclement weather, dirt, dust, fumes, smoke, unpleasant odors, and/or loud noises, which requires the incumbent to follow safety precautions.
- May be required to work irregular hours

Employment applications are available on campus at Room 228 of Hopkins Hall.

St. Bonaventure University is an Equal Opportunity Employer, committed to fostering diversity in its faculty, staff and student body, and strongly encourages applications from the entire spectrum of a diverse community.