

NISQUALLY INDIAN TRIBE POSITION DESCRIPTION

POSITION TITLE: Grounds Maintenance Worker
DEPARTMENT: Housing
SALARY RANGE: A-11
SUPERVISOR: Maintenance Specialist, Sr.
FUNDING SOURCE ☐ Indirect ☒ Grant ☒ Supplemental ☐ Other _____

NATURE OF WORK: Routine grounds maintenance that may include any combination of the following: watering, raking, mowing, weeding, planting, and trash/litter removal. Areas to be maintained by the Housing Program include Elders homes, Rental homes and outlying common areas.

DUTIES AND RESPONSIBILITIES:

- Mows lawns and performs general yard maintenance for elders' homes, rental homes, playgrounds and other common areas.
- Trims weeds around walks, flower beds, and walls using appropriate hand tools.
- Keeps elders areas clear of garbage and debris.
- Cleans gutters for elders and rental homes.
- Ensures proper care in the use and maintenance of equipment and supplies.
- Responsible for inventory of equipment and accessories for program.
- Maintain record of work orders.
- Performs other duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of Nisqually customs and traditions in relation to Tribal Elders.
- Knowledge of safe work practices.
- Skill in operating and maintaining lawn maintenance equipment.
- Ability to effectively communicate both verbally and in writing.
- Ability to take responsibility and perform duties with limited or no supervision.
- Ability to maintain accurate record of work orders.
- Ability to demonstrate respect for Nisqually Elders and Community members.

MINIMUM QUALIFICATIONS:

- Must have a Washington State driver's license and be insurable under the Nisqually Indian Tribe's insurance.
- Must be physically capable of moving about on property; exposure to varying outdoor temperatures.
- Must successfully pass a criminal background check.


Farron McCloud, Chairperson
Nisqually Indian Tribe


Date of Tribal Council Approval