



ARCHDIOCESE OF PORTLAND

IN OREGON

Human Resources

GROUNDS EMPLOYEE

Job Title: Grounds Employee

Opening Date: March 14, 2017

Location Name: Mt. Calvary and Gethsemani Catholic Cemeteries

City: Portland

State: OR

Zip: 97221

Job Number:

Job Category:

Position PTE: Part time, hourly

Term of Service:

Position Summary:

This is a cemetery grounds and building maintenance position that also performs cemetery internments.

Requirements:

Knowledge of grounds maintenance. Equipment operation including tractors, mowers, trucks and a variety of small equipment related to cemetery internments and grounds maintenance. Experience in the operation of a backhoe is a plus. Interpersonal skills including tact, courtesy and diplomacy. Must be able to develop and maintain effective working relationships. Ability to report to both our NW Skyline or Clackamas Town Center locations for work.

Education and/or experience:

High school diploma or equivalent. Valid Oregon driver's license. Minimum of one year previous ground keeping and/or cemetery experience.



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Preferences:

Knowledge of:

- Catholic funeral rites
- Spray applicators license
- Heavy equipment operations license
- Bilingual in Spanish or Vietnamese a plus

Request an application by email addressed to hr@archdpdxor.com or pick up an application package at 333 SW Skyline Blvd, Portland, Oregon 97221. Pay range is \$14.75 to \$21.07 per hour. This is a union position. Excellent benefit package available.