



Title: Temporary Grounds Worker, Gabis Arboretum

Requisition ID: 10746

Location:

Valparaiso, IN, US

Date: Jul 8, 2020

Job Summary

This position represents a temporary and is anticipated to last through September 30, 2020.

- Maintains gardens, trails, roads, paths, turf and other outdoor areas of the property.
- Trims and edges around walkways, flower beds, and walls.\
- Maintains garden beds by: watering, mulching, deadheading and removing debris, litter, weeds, etc.
- Prunes shrubs and trees to shape.
- Rakes and bags or burns leaves.
- Repairs fences, picnic tables, benches, gates, walls, and walks.
- Sharpens tools such as weed cutters, edging tools, and shears.
- Makes minor repairs on equipment such as lawn mower, spreader, grass trimmer, and snow removal equipment.
- Performs custodial functions of Gabis facilities.
- Performs event set-up, break down, and assists event and facility rental staff as needed.
- Adheres to all safety regulations while operating equipment.
- Other duties as assigned.

Work Schedule: Monday thru Friday with occasional weekends or evenings

Core Competencies

Customer Service and communication skills to provide courteous service in person. Interpersonal skills to interact and communicate effectively and professionally with staff, visitors and volunteers, using tact, diplomacy, and good judgment during all interactions. Knowledge of tree, plant and weed identification. Knowledge of mechanical equipment in order to check for possible problems to avoid damage to equipment prior to starting such as checking gas and oil levels or recognizing mechanical problems which may occur during operation. Must be able to maneuver loaded wheelbarrow weighting up to 50 pounds. Ability to operate small equipment for long periods. Excessive walking, lifting, stooping, pushing, and bending.

Education

High School Diploma/GED required.

Experience



Minimum of 3 months related experience and/or training; or equivalent combination of education and experience. Experience operating a variety of equipment such as mowers, hand and power tools.

Additional Information:

Professional references will be verified prior to any offer of employment. Employment is contingent upon completion of successful background check along with a motor vehicle records check if applicable.

Purdue University Northwest is an EEO/AA employer fully committed to achieving a diverse workforce. All individuals, including minorities, women, individuals with disabilities, and protected veterans are encouraged to apply.

FLSA Status

Non-Exempt