

# CITY OF GOSHEN, INDIANA

## POSITION DESCRIPTION

**Department:** Cemeteries  
**Position:** Laborer, General  
**Job Category:** LTC (Labor, Trades, Crafts)  
**Status:** Temporary  
**FLSA Status:** Non-exempt  
**Date of Announcement:** 3-7-17  
**Application Deadline:** Until position is filled

### **Essential Duties and Responsibilities:**

*The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive.*

- Mowing, trimming, and general grounds maintenance.
- Performs other related essential duties as required.

### **Minimum Training and Experience Required:**

- Must be 18 years of age.
- Relevant experience in grounds maintenance.
- Valid driver's license

### **Minimum Physical and Mental Abilities:**

- Must be reliable, careful and responsible.
- Must be able to lift, carry, push and pull; ability to stoop, kneel and crouch; ability to climb and balance.
- Must be able to operate power equipment safely and effectively.
- Must be able to track and record work time accurately.
- Must be able to read simple maps and written instructions.

### **Language Ability and Interpersonal Communication:**

- Ability to establish and maintain effective working relationships with other employees.
- Ability to communicate effectively with immediate supervisor and take direction.

### **Environmental Adaptability:**

- Ability to work outside exposed to all types of weather conditions.

### **Rate of Pay:**

\$10.25/hr.

### **Work Hours:**

Hours and days may vary. Daytimes. No Sunday or holiday work.

Applications available in Human Resources, 204 E. Jefferson St., Goshen or online at [www.goshenindiana.org](http://www.goshenindiana.org). Click "Job Opportunities"

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The City of Goshen provides equal employment opportunities to all employees and applicants for employment.