

Employment Opportunity

8802 27th Ave NE, Quil Ceda Village, WA 98271
Office: 360-716-5000 • www.QuilCedaVillage.org



Quil Ceda Village
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JOB TITLE: Property Maintenance

DEPARTMENT: Tulalip Tribal Federal Corporation

PAY RANGE: \$18.47-\$27.70

JOB DESCRIPTION: Maintain Tulalip Market Marine Drive grounds area including, but not limited to: All landscaping within the perimeter of the property. Removal of all litter and garbage within the surrounding perimeter. Pressure wash sidewalks and around pumps and buildings as necessary. Examine buildings daily for damage, vandalism, normal wear and tear, Perform seasonal work such as clearing downspouts, winterizing outside faucets and landscape irrigation systems, de-icing walkways and stairs.

TO APPLY: Complete the web form application located on the Quil Ceda Village Self Service portal: <https://ess.tulaliptribes-nsn.gov/MSSQCV/employmentopportunities/default.aspx>. For more information or questions, please visit: <http://quilcedavillage.org/Employment> or call Quil Ceda Village HR at 360-716-5047.

NOTE: The Tulalip Tribes publicly announces that Indian Preference in hiring applies to Tulalip job opportunities.

EMPLOYEE CLASSIFICATION: Non-exempt

EMPLOYEE REPORTS TO: Tulalip Market Marine Drive Manager

EMPLOYEE SUPERVISES: None

EDUCATION:

- High School Diploma or GED equivalent (Attach copy with application).
- Landscape and/or classes preferred.

SKILLS:

- Minimum of one (1) year experience using landscape hand tools to include: clippers, edging tools, pruners, shovels, rakes, garden shears, etc.
- Minimum of one (1) year experience working with motorized equipment to include: pressure washer, blower, hedger, edger, line trimmer, etc.
- Minimum of one (1) year experience working with cleaning chemicals and/or solvents, i.e. commercial fertilizers, insecticides, various landscaping chemicals, and oil/gas solvents.

EXPERIENCE:

- Small engine powered equipment and general maintenance of equipment.
- Various commercial fertilizers, insecticides and various other landscape chemicals.

OTHER REQUIREMENTS:

- Must be willing to attend progressive related trainings as deemed necessary.
- Must be able to work evenings, weekends and or holidays as needed or requested.

- Must have a successful employment history with the Tulalip Tribes and/or other current and past employers. Physical Characteristics and/or Prerequisites
- Manual and finger dexterity for the operation of equipment and hand tools.
- Stamina to sit, stand and w/or walk for prolonged periods of time.
- Mobility to bend, kneel and/or stoop on a frequent basis.
- Mobility to climb ladders and/or stairs.
- Ability to lift objects weighing up to 50 lbs. frequently.
- Tolerance to work in adverse weather conditions.

SPECIFIC JOB PERFORMED:

- Prune shrubs and trees to improve growth and shape using garden shears and hedge trimmers.
- Fertilize shrubs and trees with the appropriate feed.
- Rake and dispose of leaves and all other debris as directed or as needed.
- Sweep sidewalks and building entryways.
- Shovel snow from sidewalks and entry ways seasonally.
- Spread salt or other deicer on public passageways seasonally.
- Plant grass, flowers, trees, and shrubs as directed.
- Paint structures and outbuildings as necessary.
- Clean out drainage ditches and culverts using shovels and/or rake, as needed.
- Clean building gutters and downspouts of all debris.
- Maintain all groundskeeper equipment.
- Perform other job-related duties as deemed necessary.
- Remove all litter and trash. Hazardous litter or trash should be handled/disposed in a manner to keep worker and public safe.

TERMS OF EMPLOYMENT:

This is a Regular Full-time position, requiring at least 40 hours per week, or 2080 hours per year. Employee may be required to work after hours, weekends, special events and/or on call. Upon successful completion applicable probationary period employee may be eligible for an increase in pay, subject to budgetary restriction. Employees will be required to work on-site, no telecommuting. No provisions for relocation will be provided.

Disclaimer: The information provided in this description has been designed to indicate the general nature and level of work performed by incumbents within this job. It is not designed to be interpreted as a comprehensive inventory of all duties, responsibilities, qualifications and working conditions required of employees assigned to this job. Management has sole discretion to add or modify duties of the job and to designate other functions as essential at any time. This job description is not an employment agreement or contract.