

# Sauk-Suiattle Indian Tribe | Job Description

**JOB TITLE:** FACILITIES GROUNDS WORKER  
**DEPARTMENT:** FACILITIES DEPARTMENT  
**SUPERVISOR:** FACILITIES GROUNDS LEAD  
**STATUS:** HOURLY/NON-EXEPT

## Summary

Performs routine grounds maintenance and related work as required, to maintain an attractive, sanitary and safe tribal lands.

## Essential Duties and Responsibilities

- Cut lawn using hand, power or riding mower. Trim and edge around walks, flower beds, and walls.
- Planting flowers, grass, shrubs, and bushes.
- Rake, weed, mulch, and prune the grounds as needed.
- Water and fertilize landscaping and lawn to enhance growth.
- Sweep and keep walkways clear of debris.
- Apply pesticide to rid grounds of pests such as mosquitos, wasps, ticks, and others.
- Snow removal. Shovel snow from walkways and apply ice melt prevent accidents. Operation of the snow plow may be required.
- Perform minor repairs and maintenance procedures on buildings and equipment.
- Manage collection and removal of Tribal residential, governmental office and business garbage.
- Keep roadways clean and free of debris;
- Other duties as assigned.

## Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Experience performing routine grounds maintenance.
- Skilled in the use of hand and power tools.
- Ability to take apart equipment or machines to remove and replace defective parts and to check repair manuals, or parts catalogs as necessary.
- Strong organizational and follow up skills with attention to detail.
- Professional presentation and attitude.
- Ability to maintain focus while working individually or with others.
- Strong time management skills.
- Maintains confidentiality.

**Education and/or Experience**

High school diploma, GED or equivalent.

Experience in building and grounds maintenance and safety procedures.

**Certificates, Licenses, Registrations**

A valid Driver's License and current First Aid, CPR, and Blood Pathogen training required.

**Physical Demands/Work Environment**

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee may be required to sit; stand; walk; use hands to finger, handle or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch; talk or hear. The employee may occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, peripheral vision and ability to adjust focus.

While performing the duties of this job, the employee may be exposed to outside weather and extremes of heat and cold. Wet conditions may require rain gear and other weatherproof clothing.

The noise level in the environment is usually moderate.

**Culturally Sensitive**

All employees must be culturally sensitive to the customs, traditions, practices, and sovereign status of the Sauk-Suiattle Indian Tribe.

**Drug Free Workplace**

The Sauk-Suiattle Indian Tribe is a drug-free workplace. All employees are subject to a pre-employment drug screen.

**Background Check**

All employees must be able to pass a background check per Sauk-Suiattle Indian Tribe's Background Check Policy.

*This job description does not constitute an employment agreement between SSIT and the employee, and is subject to change by SSIT as the needs of the tribe and the requirements of the job change.*

**NATIVE AMERICAN AND VETERANS PREFERENCE APPLIES**