

**CARSON CITY SCHOOL DISTRICT  
JOB INFORMATION**

EMPLOYMENT OPPORTUNITY FOR ALL INTERESTED PERSONS

\*\*\*\*\*

POSITION: **Groundskeeper (Seasonal) – Carson High School**  
**2 – POSITIONS AVAILABLE**

**March 16, 2010** WOMEN, MINORITIES AND PERSONS WITH DISABILITIES ARE ENCOURAGED TO APPLY.

Under supervision, to perform routine grounds maintenance and general gardening work; and to perform related work as required.  
A complete job description is available in the Human Resources Department.

EXAMPLES OF

DUTIES:

Essential: Cultivates, waters and trims lawns, shrubs, hedges, trees and flowers; operates edgers, power clippers, small mowers, sprayers and other grounds maintenance equipment and hand tools; sprays flowers, shrubs and weeds; drags and fills playground and athletic field areas; assists in the planting, transplanting, fertilizing and removing of plants and shrubs; uses hand tools to work soil and remove weeds, undergrowth and debris from school grounds and landscaped areas; sweeps, vacuums and blows walks, driveways, parking lots and other areas; picks up paper and rubbish; moves furniture, supplies and equipment; performs general maintenance duties incidental to groundskeeping activities, such as assisting in the erection and repair of fences, painting and burning lines on athletic fields, tracks and courts; and performs related work as required.

QUALIFICATIONS:

Knowledge of: Basic tools, materials, equipment and practices of routine groundskeeping work; good work habits; basic chemicals and fertilizers; appropriate safety precautions and procedures.

Skill in: General grounds maintenance and routine gardening work; use hand and power tools of gardening and groundskeeping working safely; learn to use chemicals and fertilizers properly; perform heavy manual labor; operate a vehicle observing legal and defensive driving practices; understand and carry out oral and written instructions; establish and maintain effective relationships with those contacted in the course of work.

PHYSICAL

DEMANDS:

Strength: Heavy Work - Lifting, carrying, pushing or pulling 100 pounds maximum with frequent lifting and/or carrying of objects weighing up to 50 pounds. Incumbent typically works outside exposed to extreme cold and heat. May work in conditions of dust, fumes, gas and odors with poor ventilation. May be required to wear rain gear, snow gear, eye, ear and face protection, respirators and back support.

EDUCATION and  
EXPERIENCE:

Graduation from high school or the equivalent.

LICENSE:

Valid driver's license issued by the state of residence. Original Social Security Card.

SALARY:

**Hourly rate of \$9.65. 8 hours per day, for a maximum of 89 days. No benefits.**

APPLICATION  
PERIOD:

**Applications will be accepted through March 30, 2010, until 4:00 p.m.**

**PLEASE POST**

**See Reverse Side**

**PLEASE POST**

**APPLICATION:** Current benefited employees are to submit a letter of application. Current CCSD part time temporary employees are requested to submit a new application form. All application materials will be reviewed to determine those who possess the most appropriate qualifications. Those applicants selected for interview will be notified of the schedule. The successful applicant will be determined by the evaluation of education, successful experience, recent training and an interview.

**REASONABLE ACCOMMODATION:** The Human Resources Department will make efforts to provide reasonable accommodations to disabled candidates in the employment process. If you have special needs, please notify the Human Resources Department at the time you turn in your application or at least three (3) days prior to an interview by calling (775) 283-2130.

**NOTE:** A groundskeeper is not guaranteed a specific site. He or she may be assigned to locations that will best serve the needs of the school district.

**ADDRESS AND QUESTIONS:** Application materials and any questions are to be directed to:  
Human Resources Dept.  
1402 West King Street (P.O. Box 603)  
Carson City, NV 89702 Phone: (775) 283-2130

CCSD is an affirmative action, equal employment opportunity institution and does not discriminate on the basis of age, sex, sexual orientation, creed, color, race, ethnic origin, disability or veteran status in its programs or employment.

**PLEASE POST**

**See Reverse Side**

**PLEASE POST**