

**CATHOLIC CEMETERIES ASSOCIATION
ANNOUNCEMENT OF POSITION AVAILABILITY**

POSITION TITLE: Grounds person II, Irrigation

DEPARTMENT: Rosario Cemetery, Santa Fe, NM

IMMEDIATE SUPERVISOR: Cemetery Supervisor

DUTIES & RESPONSIBILITIES:

Perform specialized duties requiring technical knowledge at the three cemeteries. Assist immediate supervisor in planning and coordinating irrigation and landscape projects. In addition, employees will be called upon by the Cemetery Supervisor to assist in some of the daily operations of the cemetery.

QUALIFICATIONS:

- High school graduate or GED required
- Skilled in irrigation systems
- Working knowledge in turf and landscaping maintenance
- Knowledge in the usage of herbicide and pesticide applications
- Ability to set scheduling priorities
- Ability to troubleshoot irrigation and well systems
- General knowledge of state and federal safety codes and regulations pertaining to specialized trade
- Ability to make reasonable, sound decisions regarding purchases pertaining to specialized trades
- Pre-employment drug screen required

SPECIFIC DUTIES:

1. In work situation and dealing with co-workers and public, adhere to the Mission Statement of the Catholic Cemeteries and follow policies and procedures of the Catholic Cemeteries Association.
2. Work on special projects at any one of the three cemeteries using specialized skills.
3. Completes assignments and duties within the procedures established for that job.
4. Maintains equipment/tools used for projects at any of the three cemeteries.
5. Conducts periodic safety operating checks on all equipment, tools and grounds and reports findings to the supervisor.
6. Specialized skills may be utilized to develop future cemeteries, buildings, grounds, etc.
7. May be called upon to perform interments, routine maintenance or other tasks as may be required or as directed by the supervisor.
8. Works within the realm of policy set forth at the individual cemeteries.
9. Install, troubleshooting, repair, maintain and monitor all aspects of irrigation systems, including controllers.
10. Knowledge and understanding of and/or willingness to gain the necessary knowledge, certification, etc., of the application of herbicides, pesticides, and fertilizers, if required.
11. Apply and/or supervise the application of herbicides, pesticides, and fertilizers as scheduled at all locations.
12. May be called upon, at the discretion of the supervisor, cemetery supervisor, or Director of Cemeteries to perform comparable duties of a similar or related nature or to assist in areas where the Catholic Cemeteries needs require.

PAY STEP: 3 (\$19.00 Hourly \$39,520.00 Annually)

CONTACT: Cemetery Supervisor, 505-983-2322 or email Framirez@asfcca.org

POSTING DATE: July 22, 2025 **CLOSING DATE:** until filled