

LAC VIEUX DESERT HEALTH CENTER
HUMAN RESOURCES

P.O. Box 9, N5241 Hwy 45 Watersmeet, MI. 49969
Phone: 906-358-4587 Fax: 906-358-4118



JOB DESCRIPTION

POSITION: Facility Maintenance Worker (Grounds Keeper)

LOCATION: LVD Health Center, Watersmeet, MI

SUPERVISOR: Director of Facilities & Compliance

EMPLOMENT: Full Time – Non-Exempt

SALARY/PAY RATE: Based Upon Experience and Qualifications

UPON HIRE:

- PTO
- Dental
- Vision
- Health Insurance

DESCRIPTION:

The job of the Grounds Maintenance Worker is to keep the grounds of the Health Center in top condition through four seasons as directed by the Director of Facilities & Compliance.

DESCRIPTION OF DUTIES:

- Performs mowing, trimming, edging, mulching, raking, irrigation, aeration, fertilization and weed control of the lawn
- Maintains flower beds, trees, shrub pruning; erosion control; debris, drain and ditch cleanup
- Establish new lawns, plant trees, shrubs, hedges, and flowers as directed
- Remove trash, clippings, trimmings and leaves from parking lots, sidewalks, and grounds
- Trims and prunes shrubs, ground cover, native plants, and trees for proper health, and attractive appearance

- Performs a variety of general maintenance duties; install signs, set up and take down event support, set up and remove barricades and traffic cones
- Assist with preventative maintenance and repair work on parking lots, roads, and sidewalks
- Remove snow from walkways, driveways, roads, or parking lots using shovel, snowplow, snowblower or required equipment. Spread deicer on walkways and other traffic areas
- Performance of routine maintenance on yard equipment, wash, clean and change oil, greasing, sharpening of blades, restringing weed eaters, and making repairs on grounds keeping equipment
- Operate motorized equipment, including trucks, tractors, skid steer, riding and push mowers, chainsaws, weed eaters and edger's
- Maintain cleanliness of equipment, and work areas including satellite storage facilities
- Off-season may include inside maintenance crew tasks
- Must be available and on call for snow removal as weather dictates, nights, early mornings, and weekends
- Maintain professionalism in both appearance and demeanor

QUALIFICATIONS/REQUIREMENTS:

- Must have a High School diploma or GED
- Must have current valid state driver's license
- Must pass a pre-employment drug and health screens
- Must be able to pass background check
- Work both independently and in a collaborative, team-oriented environment
- One year of experience in ground maintenance or related field preferred
- Must be able to operate lawn tractor, skid steer and other equipment as necessary
- Ability to understand and carry out verbal and written instructions
- Must be able to multi-task throughout the day with constant interruptions

PHYSICAL REQUIREMENTS:

- Requires working outside in variable weather elements with differentials in temperature and precipitation
- Exposure to hazards: Position responsibilities require working with power tools, heavy equipment, heights, hazardous chemicals, inclement weather, and may be subjected to excessive noise, fumes, and dust
- Physical Requirements: Must be able to walk, sit, stand, bend, twist, and kneel for extended periods of time. Heavy lifting between 50 – 75 lbs. is occasionally required
- Ability to navigate steep inclines, slopes, hills, and uneven ground surfaces while walking and operating equipment

WORK ENVIRONMENT/PHYSICAL DEMANDS

- Fast paced with occasional high pressure or emergent situations
- May wear PPE such as gloves or a mask

- Frequent interaction with a diverse population including team members, providers, patients, insurance companies and other members of the public
- Frequent sitting, standing, walking, reaching, grasping, carrying, and speaking
- Occasional bending, stooping, lifting less than 20 pounds
- Lifting, carrying, pushing, and pulling up to 50 pounds, with assistance if needed
- Frequent use of computer, keyboard, fax and copy machine, and telephone

This position is considered a sensitive position and is subject to drug and alcohol testing. All offers of employment are conditional based on the applicant submitting to and successfully passing a drug and alcohol screen which includes THC and future random drug testing in accordance with LVDHC's testing procedure.

Preference will be given to qualified individuals of American Indian descent.

The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be construed, as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. Management retains the right to add or to change the duties of the position at any time. Must be able to pass a pre-employment drug screen and applicable background checks related to the position.

Lac Vieux Desert Health Center Mission Statement: The Lac Vieux Desert Health Center strives to provide excellence in health care and to inspire a culture of wellness.

Date Approved by the Tribal Council: 07/26/2018

**LVD Health Center
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SIGNED: _____ DATE: _____