



PUEBLO OF ISLETA
HUMAN RESOURCES DEPARTMENT
P.O. BOX 1270, ISLETA, NM 87022
PHONE: (505) 869-7584 FAX: (505) 869-7579
EMAIL: poiemployment@isletapueblo.com

VACANCY ANNOUNCEMENT

POSTING NO: 034-23

OPENING DATE: 02/09/2023

CLOSING DATE: 03/17/2023

POSTED: IN/OUT

POSITION: SYP-Weed & Litter (18)
PAY GRADE: NE2 (\$12.00)
FLSA STATUS: Non-Exempt
POSITION TYPE: Full Time-Temporary
FUNDING SOURCE: POI Funded
DEPARTMENT: Parks & Recreation
REPORTS TO: Parks Superintendent
BACKGROUND LEVEL: Child/Elder

JOB PURPOSE: Responsible for performing daily work assignments as determined by the Supervisor, which include, but are not limited to: litter eradication, weed eradication, graffiti eradication, planting trees, flowers, shrubs, etc. and watering planted areas.

This position description may not include all of the listed duties, nor do all of the listed examples include all tasks which may be found or assigned to this position.

JOB DUTIES:

- Performs daily outdoor assignments related to the Keep Isleta Beautiful Project that include litter pick-up, weed eradication, and disposal of trash.
- Waters all planted vegetation on a regular basis.
- Installs landscape materials that may include gravel, trees, shrubs, flowers, assorted plants, and flowerbeds rails.
- Performs other duties as assigned.

SUPERVISION RESPONSIBILITIES: N/A

MINIMUM QUALIFICATIONS/REQUIREMENTS:

- Must be 14 years of age or older.
- Provide a valid work permit.
- Must pass background check for position.
- Must be able to comply with the Pueblo of Isleta Drug Free Workplace policies.

KNOWLEDGE, SKILL AND ABILITY REQUIREMENTS:

- General knowledge of landscaping/gardening techniques preferred.
- Knowledgeable in the use or operation of small machinery or use of hand tools helpful.
- Ability to follow verbal or written instructions.
- Ability to work independently and complete tasks.
- Ability to pass a thorough background check and drug test.

PHYSICAL DEMANDS:

- Work requires extensive standing, lifting, bending, kneeling, or carrying of equipment and supplies.
- Required to work out doors with exposure to inclement weather conditions.
- Position requires frequent lifting of 25 lbs.

WORK ENVIRONMENT:

- Work is performed in an outdoor environment.
- Exposure to environmental conditions such as weather conditions, dust, mists, insects, fumes, etc. may occur.
- Noise level is usually moderate.

PREFERENCE:

Tribal and Native American Indian preference shall apply to all positions at Pueblo of Isleta.