



**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](mailto:poiemployment@isletapueblo.com)**

**VACANCY ANNOUNCEMENT**

**POSTING NO: 026-24**

**OPENING DATE: 02/15/2024**

**CLOSING DATE: Open Until Filled**

**POSTED: IN/OUT**

**POSITION:** SYP-Weed & Litter (6)  
**PAY GRADE:** NE2 (\$15.50/hr. - \$20.95/hr.)  
**FLSA STATUS:** Non-Exempt  
**POSITION TYPE:** Full Time-Temporary  
**FUNDING SOURCE:** POI Funded  
**DEPARTMENT:** Parks & Recreation  
**REPORTS TO:** Director, Parks & Recreation  
**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.