



Cordry-Sweetwater Conservancy District

8377 CORDRY DRIVE NINEVEH, IN 46164
PHONE: 317-933-2893 FAX: 317-933-3628

JOB OPENING

Application deadline is March 30th

Seasonal Grounds Crew

Part-Time Position

The Cordry-Sweetwater Conservancy District is searching for an energetic individual to work as part of our Grounds Maintenance Crew in our relaxed and friendly atmosphere. Responsibilities include maintenance of the grounds, and assisting customers.

Ideal applicants will have good communications skills, be able to operate equipment such as mowers, and work with other teammates in the district.

Qualified applicants should email their resume and application to bbay@cscd-in.org.

Job Summary:

Grounds crew members work with the Maintenance Team to help create, enhance, and/or maintain common areas and CSCD-owned properties within the District. The grounds crew is responsible for the maintenance of all roads, parks, lakes, dams, beach, and the water utility. The grounds crew is also responsible for the upkeep of District assets such as vehicles, equipment, and buildings.

Primary Objectives & Responsibilities:

1. Responsible for operating mowers on roadsides, parks, and other areas in the District
2. Work as needed to repair leaking water lines and/or repair the grounds after a leak
3. Fill potholes, spread gravel, clean ditches and culverts as needed
4. Police area for litter, trash, and debris.
5. Rake the beach, maintain recreational assets associated with beach and parks
6. Keep building, equipment, and vehicles clean and operational
7. Utilize mobile work order system to track daily work orders and work completed

8. May be required to perform other duties.
9. Reports to the Maintenance Supervisor.

Job Qualifications:

1. Must be able to operate a zero-turn mower.
2. Must be 18 years of age or older.
3. Must have the ability to carry out duties and responsibilities under general supervision.
4. Must possess good communication skills and understand how to work with the public.

Physical Demands Requirements:

1. Must be physically able to perform duties.

Working Conditions:

1. Will be required to work established schedule to provide quality service to the CSCD. This position will normally work from 8:00am-4:00 pm Monday-Friday. Rare weekend or after-hours work may be required in emergency situations.
2. May be exposed to a variety of elements and weather conditions.