

Milton Cemetery Company:

Job Position - Ground Care Staff

-Evergreen Cemetery & future South Glen Cemetery-

The Milton Cemetery Company is located in Milton, Ont., Halton Region. The Company has been managed by a volunteer Board of Directors since 1880, who are dedicated to serving their community.

We are seeking an experienced full-time Grounds Care Employee who is self motivated, able to prioritize, has a compassion for serving families and a team player. All our Staff and Directors realize that what we do every day is genuinely meaningful to the community we serve. Employee must provide work related skills while keeping in mind our customer service through interpersonal communication - compassion and empathy

Reports to: Cemetery Grounds Care Superintendent

Full time: - Hours Mon. to Fri. 7 am to 4 pm & work Sat. on a rotational basis as required

Benefits: - discussion at time of interview

Wages: - \$25. to \$28. per hr.

Overview: This position performs a variety of skilled tasks in preparing graves, including excavating for burial functions. Also preparing for cremations either in ground or niche interments, operating lawn care and earth moving equipment, general cemetery maintenance, cleanup in all kinds of weather conditions and assisting families and visitors. We pride ourselves on being one of the best maintained cemeteries and therefore expect all employees to take pride in their work performing duties in keeping with this standard.

Position Duties and Responsibilities:

- perform work assigned by Ground Care Superintendent
- ability to work as a team player in all situations
- strict adherence to all safety procedures & using personal safety equip. as required
- safely operate all equipment eg. backhoe, riding lawnmower, grass trimmers, hand tools etc.
- ability to deal courteously with the public, staff, contractors and funeral home staff
- prioritize duties to meet deadlines and able to multitask
- ability to operate equipment such as backhoe, snowblower, tractor front-end loader
- spread top soil, grass seed, plant flowers, trees, weeding, snow and fall leaf cleanup
- maintenance regarding irrigation system
- ability to work with a minimal amount of supervision

- prepare graves and cremation niches for interments
- inspect and maintain cemetery grounds, monitoring for hazards re: safety issues
- report all damages, injuries, accidents or near misses immediately

Day to day activity: cleanups, digging, back-filling, setting up graves sites for interments, levelling, trimming, lawn-mowing as well as fall leaves and snow removal and other duties as required.

Required - Knowledge, Skills, & Abilities:

- perform all tasks in accordance with safety policy, training will be required
- knowledge of equipment operation – backhoe, tractor front end loader, trailer lift, small lawn equipment eg. riding lawnmowers, gas grass weed eaters, etc.
- must work safely under a variety of situations and weather conditions
- physical demands – sitting for long periods, bending, standing, walking, lifting & moving 50-60 lb.
- knowledge of equipment maintenance an asset
- landscaping & horticultural experience an asset
- applicable related work experience an asset

Education:

References:

Applications apply:

Attention: J. Rutherford, Cemetery Grounds Care Superintendent

Email – info@miltonevergreencemetery.ca

Drop off – Cemetery Office: 230 Ontario St. S. Milton, Ont.

Please Note: We thank all applicants for their interest, however, only those invited for an interview will be contacted.