

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2020-133 **Issue Date:** 09-09-20 **Closing Date:** 09-15-20

Community Maintenance Worker I
Facility Management
Department of Administration
Hourly Wage: \$13.21/Regular/Full-Time

The employee will be responsible to maintain the overall appearance of Indian Cemeteries on the Yakama Reservation including those of cultural significance outside the reservation boundaries. Will keep in good repair the fences, gates, cemetery signs and outhouses of each cemetery and will work with the families on the maintenance of headstones.

Examples of Work Performed:

- Provides maintenance and repair to all Indian Cemeteries located within the Exterior boundaries of the Yakama Nation Reservation, and those cemeteries located outside the boundaries of the reservation that are the usual and accustomed burial sites used by the Yakama Nation.
- Keep the cemeteries clear of all weeds and shrubbery.
- Maintain the fences and gates.
- Maintain the outhouses in good repair and cleanliness.
- Maintain the cemetery signs in good repair.
- Will maintain all hand tools in good repair that are needed to perform the duties as required of the position.
- Will assist with picking up and delivering caskets and outer burial boxes.
- Will pick up, transport and bury deceased members from within a 200 mile radius of the reservation.
- Will be responsible for the maintenance and operation of a backhoe that will be used to dig the grave.
- Will be required to dig graves by hand when a backhoe cannot be used for that purpose.
- Will be required to work in all types of weather conditions.
- Will have the responsibility of setting a head stone, will pick up the headstone when requested, and will purchase the necessary materials from the supplier to set the headstone.
- May assist Camp Chaparral during the summer vacation when time allows, as well as assist commodity goods during winter season to deliver firewood when time allows.
- May assist with other funerals when requested with approval from Facility Management.
- Will perform other work assignments as directed by the cemetery Crew Supervisor or Public Works Director, Facility Management.

Knowledge, Skills and Abilities:

- Knowledge of Yakama tribal customs and traditions relative to funerals.
- Knowledgeable of the Yakama Reservation and location of Indian cemeteries.
- Skilled in the operation of a backhoe or the ability to gain this skill to become proficient as an equipment operator.
- Ability to perform strenuous outdoor work activities on a day-to-day basis.
- Ability to perform general maintenance and repair work that involves basic carpentry and masonry, landscaping, fence building and repairs to gates and signs.
- Ability to understand and follow oral or written instructions.
- Ability to work independently and productively.

General Recruiting Indicators:

- Must be physically capable of performing strenuous outdoor work activities in all types of weather conditions year round.

Special Requirements:

- Required to pass a pre-employment drug and alcohol test.
- Required to pass a pre-employment background check.
- Must possess a valid Washington State Driver License with the ability to obtain a Tribal Permit.