

POSTING DATES
15-19 MARCH 2010

POSITION NUMBER
WSMR-0010



C. Martin Company, Inc.

“A Woman Owned, Veteran Owned, 8 (a), Small Disadvantaged Business”

3395 West Cheyenne Avenue, Suite 102 ♦ North Las Vegas, Nevada 89032 ♦ (702) 656-8080 ♦ Fax:
(702) 656-9484

OPEN POSITION BULLETIN

POSITION TITLE: TEMPORARY GROUNDS MAINTENANCE LABORER	REPORTS TO: FACILITY MANAGER
DIVISION/DEPARTMENT: FACILITY SUPPORT/GROUNDS	LOCATION: WHITE SANDS MISSILE RANGE

POSITION DESCRIPTION

JOB TITLE: TEMPORARY GROUNDS MAINT. LABORER

RATE OF PAY: \$11.23

PROGRAM: BASE OPERATIONS SUPPORT SERVICES
WSMR, NM

FLSA CLASSIFICATION: NON-EXEMPT

SECURITY REQUIREMENT: N/A

SUMMARY: Performs tasks required to maintain grounds of industrial, commercial or public property such as buildings, camp and picnic grounds, parks, playgrounds, greenhouses, and athletic fields, and repairs structures and equipment in accordance with contract requirements. Follow company and department policies and procedures.

QUALIFICATIONS: At least 2 years experience acquired through training and/or experience under a formal apprenticeship or equivalent. Must have the ability to possess/maintain a valid US driver's license and be deemed insurable under company policy to drive GSA and Company vehicles. May be required to obtain and retain a security clearance as required by the customer. Ability to use good judgment and common sense when performing job functions, ability to follow written and verbal instructions, ability to be punctual, and possess patience to work under stressful conditions. Ability to identify areas requiring immediate attention and apply comprehensive technical knowledge and practical skill to solve complex problems.

DUTIES & RESPONSIBILITIES: Works with minimal supervision and guidance. Participation in Quality Control and Safety Program. Must adhere to the Lockout/Tag out Program. Perform daily checks on equipment. Able to decipher and repair minor

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mechanical problems. Maintains and performs one or more of the following tasks: Cuts grass, using walking-type or riding mowers (less than 2000 lbs.). Trims hedges and edges around walks, flower beds, and wells, using hedge trimmers, clippers and edging tools. Prunes shrubs and trees to shape and improve growth, using shears and other hand tools. Plants grass, flowers, trees, and shrubs. Waters lawn and shrubs during dry periods, using hose or activating sprinkler system. Picks up and carts away leaves, paper or other litter. Removes snow from walks, driveways, roads, or parking lots, using shovel and snow blower. Spreads salt on walkways and other areas. Repairs and paints fences, gates, benches, tables, guardrails, and outbuildings. May clean comfort stations, office and workshop areas, and parking lots by sweeping, washing, mopping and polishing. Digs, fills, and tamps earth excavations; level grounds using pick, shovel, tamper and rake; shovels concrete; cleans culverts and ditches. Perform other work related duties as assigned by supervisor.

IF INTERESTED PLEASE SIGN BELOW AND PROVIDE CURRENT RESUME TO DEPARTMENT OR OFFICE MANAGER

CMC is an Equal Opportunity Employer
CMC WILL NOT BE RESPONSIBLE FOR ANY RELOCATION FEES