

**JOB TITLE:** School  
**REPORTS TO:** Facilities Manager  
**STATUS:** Part Time/Seasonal  
**HOURS PER WEEK:** 40 hours



**POSITION SUMMARY:** Under the direction of the Facilities Manager help with the various projects that occur during the summer months.

### **KEY DUTIES AND RESPONSIBILITIES**

#### **Cemetery (June – August, specific dates to be determined)**

- Responsible for door security
- Upkeep and mowing grounds of parish campus
- Complete various projects within the school building
- Additional duties as assigned.

### **REQUIREMENTS**

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- Able to lift and carry 30+ lbs.
- Able to climb stairs while lifting heavy items
- 16 years of age or older
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- Experience using lawn equipment
  
- Must be a practicing Catholic and have a strong faith commitment, dedicated to the Gospel values and living a life of prayer and service.

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Signed

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Date

(April 2022)