

Job Title: Gardener

Department: Grounds

Reports to: Grounds Supervisor

Key Areas of Responsibility:

- Maintains and enhances the natural beauty of Capon by working with the flower beds and boxes, shrubbery, hedges, and small trees.
- Works on layout and design of established flower beds and construction of new beds.
- Prepares soil for beds and boxes.
- Sows seeds; plants bulbs, tubers and seedlings.
- Hoes, weeds, and uses rototiller.
- Maintains health of plantings by weeding, feeding, watering, and trimming.
- Monitors pest and animal damage and implements appropriate controls when needed.
- Plants shrubs, hedges, and small trees. Maintains health by pruning and shaping, feeding, watering, and mulching.
- Watering of plants and shrubbery during dry periods.
- Weeding and application of weed killers.
- Removes trash and litter from grounds.
- Cleans and organizes tools and gardener's shop area.
- Assumes additional duties as needed.

Education:

- High School Diploma or equivalent preferred.

Experience:

- Experience in gardening or landscaping required.

Training:

- Vocational degree in a related field is a plus.
- Ability to obtain any government required license, permit, or certificate.

Knowledge and Characteristics:

- Knowledge of gardening methods and materials.
- Good customer service; guest relation skills
- Valid driver's license and a clean driving record required due to operating company vehicles.
- Must be able to lift up to 30 lbs. with assistance.

Tools/Equipment Used:

- Club cart
- Hedge trimmer, tree hand saw, loppers, pruners
- Rototiller
- Gardening tools: shovel, rakes, etc.
- Insecticides, Herbicides, Fungicides
- Watering tools: hoses, sprinklers, etc.
- Ladder
- Animal and pest repellants

Terms of Employment:

This is a seasonal position from mid-April until mid-November with spring cleaning typically beginning in Mid-March. Normal grounds schedule is morning (7-8am) until afternoon (2-3 pm). Typically, Monday through Friday, but may include some weekend and holiday work during the season. Work will be mainly outdoors. May be exposed to hot or cold, wet or dry weather conditions. Starting rate of pay is \$12/hour but may be more based on experience.

This job description is not intended to and does not create a contract or offer of employment. If hired, employment will be on an at-will basis and can be terminated by either party.

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