

County Grounds Keeper

This is a full time position with Big Horn County under the supervision of the County Facilities Manager. The ideal candidate for this position will be self-motivated with the ability to think critically, work well with minimal supervision, and work well as part of a team. This position is responsible for grounds and maintenance of County buildings, parks and fairgrounds. This position will require janitorial duties as assigned. During growing season this position will be responsible for mowing, trimming, watering and maintenance off all assigned facilities. During other months additional duties will include snow removal, additional janitorial duties, and various projects as assigned. This position will coordinate the work of part-time and seasonal help and will work closely with the Big Horn County Fair Manager to ensure the fairgrounds and buildings are well maintained year round. This position will help ensure the annual County Fair is successful and efficient. Duties and required skills include but are not limited to:

- Knowledge of landscaping care and maintenance.
- General janitorial, maintenance and carpentry skills
- General operation and maintenance of landscaping and farm equipment as well as standard power tools.
- Planning and organizational skills
- Ability to perform and supervise building & grounds maintenance
- Ability to analyze situations for potential hazards and concerns
- Ability to work with a variety of people in diverse situations
- Ability to prioritize and multi-task
- Must possess a valid drivers license

This position requires a variety of skills and abilities as well as the ability to work a variety of hours and days as required by weather or events. This position must be able to lift 60 lbs and work in a variety weather conditions. This job description does not detail all of the duties and responsibilities for this position. Other tasks, duties and responsibilities will be assigned as needed.