



# MESCALERO "Apache" SCHOOL

P.O. Box 230, 249 White Mountain  
Mescalero, New Mexico 88340  
Phone: (575)464-4431 Fax (575) 464-0053



*"Mescalero Chiefs"*

Posted 3/27/23

## **POSITION VACANCY ANNOUNCEMENT** **Grounds Maintenance**

### **Responsibilities:**

- Maintains site landscaping: including lawns, trees, shrubs, flowers, turf, irrigation and fertilizing
- Operating and maintaining hand tools, such as loppers, saws and shovels efficiently.
- Operating and maintain trucks and power tools (IE: lawn mowers, weed eaters, blowers, chain saws, etc.)
- Checks, maintains and repairs any general maintenance to power equipment.
- Utilizing insecticides, fertilizer and chemical sprays to treat grounds.
- Keeping grounds free from trash, litter and debris and emptying trash receptacles,
- Conducting basic irrigation audits and performing basic irrigation repairs.
- Maintains equipment and supplies and replenishes as needed.
- Custodial duties will be assigned as needed.
- Observes safety rules and maintains a safe environment.
- Assist in Culture Week and the annual feast (grounds men) which may require long hours
- Winter hours - may be required to come in early and/or stay late, depending on situation
- Assists in Facility Maintenance and grounds maintenance
- Duties/assignments may change to meet the needs of the school due to unforeseen circumstances
- Performs other tasks as assigned by the Supervisor

### **Key Relationships:**

- Position reports to the Facility Manger.
- Occasionally, will interact with the principals, staff members and students

### **Minimum Qualifications:**

- Minimum of a high school diploma or GED is preferred. If the individual does not have a high school diploma or GED, an assessment may be given.
- Six months to one-year job-related experience and/or training.
- Valid driver's license and reliable transportation.
- Proficient in using manual and power tools safely.
- Must be able to operate lawn mowers, weed eaters, blowers, chain saws, two way radio, etc.
- Free from allergies that interfere with Groundskeeper duties.
- Must be willing to work evenings, weekends and holidays as needed.
- Must be able to interact well with others.
- Must be punctual.
- Must be able to lift at least 50 pounds.
- Must be able to follow directions.
- Must be flexible and willing work in other areas and times.
- Knowledge of occupational hazards and applicable safety practices.
- Skill in the use of cleaning tools, chemicals, cleaners, and disinfectants.
- Ability to safely use cleaning products and safely operate cleaning equipment.
- Knowledge of the Mescalero Apache people and their culture.
- Must be able to pass a background check prior to employment.
- Will be required to pass drug test upon employment, then randomly selected.
- Must be able to follow all school policies and procedures.
- Within the scope of Indian preference, all candidates will receive consideration without regard to race, color, sex, national origin or other non-merit factors.

**Term of Employment:**

- Twelve-month contract

**Salary:**

- Placement on approved salary schedule – determined by years of experience and education/trainings

**Working Conditions:**

- Work is accomplished within a school environment.
- Exposure to fumes or airborne particles may occur, and the incumbent is occasionally exposed to outside weather conditions.
- Confidentiality of various issues or situations are to be maintained and requires individual to abide by such conditions.
- Often required long periods of standing and heavy lifting.

**Applications will be accepted until 3:30 p.m. Monday April 10, 2023.**

- ***ALL** positions require background checks and clearance from any criminal charges **prior** to employment.*
- ***Note:** any felonious or any of two (2) or more misdemeanor convictions will disqualify applicant from employment.*
- *All positions require initial drug testing upon hire, then random monthly drug testing.*
- *Selection for employment will be based on the Mescalero Apache Tribal Ordinance 06-02.*

**Applications available at the MAS Administration or on our website:  
maschiefs.org**

**Applications can be returned by mail, Dropped off at the MAS  
Administration building, fax to 575-464-0053 or email:  
HR@mescalero.org**