

Spotlight 29 Casino Job Description



Job Title: Gardener
Department: Facilities
Reports To: Facilities Manager

SUMMARY:

Maintain grounds of property by performing the following duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Upon request, reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Provide outstanding customer service to guests and all other employees by exceeding our mission statement: We are here for the guest. Period.
- Cut lawns.
- Trim and edge around walks, flower beds, and walls.
- Prunes shrubs and trees to shape and improve growth or remove damaged leaves, branches, or twigs.
- Spray lawn, shrubs, and trees with fertilizer, herbicides, and insecticides.
- Rake and bag or burn leaves.
- Clean grounds and remove litter.
- Spread salt on public passage ways to prevent ice buildup.
- Plant grass, flowers, trees, and shrubs.
- Water lawn and shrubs.
- Repair fences, gates, walls, and walks.
- Paint fences and outbuildings.
- Clean out drainage ditches and culverts.
- Sharpen tools such as weed cutters, edging tools, and shears.
- Make minor repairs on equipment such as lawn mower, spreader, and snow removal equipment.

- Program timers for irrigation
- Repair water lines
- Know different types of flowers
- Ensure compliance with all Minimum Internal Control Standards (MICS) as well as all Tribal Internal Control Standards (TICS)
- Present a positive image of the Casino to its guests and vendors and to assist them as required.
- Must follow all safety policies and procedures and attend all scheduled safety meetings and training as a condition of employment.
- Perform any other duties that may be assigned from time to time.

SUPERVISORY RESPONSIBILITIES:

This job requires no supervisory responsibilities.

EDUCATION AND EXPERIENCE (MUST BE DOCUMENTED):

- High school diploma or equivalent preferred but not required.
- Or up to one month related experience or training; or equivalent combination of education and experience.

CERTIFICATION, LICENSES AND ANY ADDITIONAL REQUIREMENTS:

- Must pass pre-employment and periodic random drug screens
- Must pass pre-employment physical
- Must be able to pass background suitability investigation
- Must obtain a Tribal Gaming License
- Must provide proof of eligibility to work in the United States within 72 hours of employment

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Upon request, reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms and stoop, kneel, crouch, or crawl. The employee is regularly required to climb or balance and talk or hear. The employee must frequently lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

- The Casino is open 24 hours per day, seven (7) days per week; therefore, you must be flexible to work any and all shifts.
- The Casino is a gaming facility.
- The Casino is not a smoke-free environment.
- While performing the duties of this Job, the employee is occasionally exposed to wet and/or humid conditions; moving mechanical parts; fumes or airborne particles; outside weather conditions; extreme heat; risk of electrical shock and vibration. The noise level in the work environment is usually moderate.
- Be aware that surveillance cameras and audio equipment monitor the premises recording activity throughout the facility on a 24-hour, 7 – day per week basis.

INDIAN PREFERENCE ACT:

The Twenty Nine Palms Band of Mission Indians has a resolution on file with Human Resources to ensure that Indian Preference will be adhered to in the following order in accordance with IPA:

1. Tribal Members
2. Other Native Americans
3. All other ethnic groups