PECHANGA BAND OF INDIANS
Pechanga Indian Reservation

Post Office Box 1477 • Temecula, CA 92593
Telephone (951) 770-6000 Fax (951) 695-1778

Tribal Chairman:
Mark Macarro

Council Members:
Raymond J. Basquez Jr.
Catalina R. Chacon
Marc Luker
Robert "R.J." Munoa
Joseph Murphy
Michael A. Vasquez

Tribal Secretary:
Jasmine Torres

Tribal Treasurer:
Amy Minniear

JOB DESCRIPTION

POSITION:	Landscaper
STATUS:	Non-Exempt
CLASSIFICATION:	Full-Time
DEPARTMENT:	Public Works
SUPERVISOR:	Director, Public Works
POSITION CATEGORY:	A
RATE OF PAY:	DOE

SUMMARY:

The Landscaper position will perform all landscape maintenance in assigned areas of the park and around all Tribal buildings and structures on and off the reservation, including trimming trees and planting. Perform all work in accordance with established safety procedures. Proceed under general supervision with instruction and assistance provided when required.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Maintain all landscaping in designated areas and provide assistance where required.
- Plant, mow, water, fertilize and maintain all lawns, trees and plants surrounding the government center and public access areas.
- Utilize hand and power tools to aerate, weed, trim and edge for lawn maintenance.
- Utilize garden and hand tools to plant and maintain flowering beds, shrubs and trees.
- Lift and move unbalanced, heavy materials for laying sod, topsoil and potting supplies
- Employ appropriate dosage and established methods for proper usage of fertilizer and chemicals.
- Provides proper upkeep of sidewalks, driveways, parking lots, fountains, plants, burial sites, and other grounds features including litter removal
- Provide proper maintenance and minor repairs to landscape equipment and tools when needed.
- Operate irrigation controls and perform repairs to irrigation as needed.
- Must practice safe work habits at all times, to avoid injury to self and others, including compliance with company and departmental safety rules and regulations and proper use and handling of all relevant equipment.
- Must adhere to all policies and procedures of the Pechanga Tribal Government.

The list of duties and responsibilities above is not an exhaustive list. In addition to the duties and responsibilities listed above, the employee will be required to perform other job-related duties, as assigned, that are consistent with the employee's job position and qualifications.

QUALIFICATIONS, EDUCATION AND EXPERIENCE:

- High School diploma or GED preferred
- Clean DMV
- Minimum 2 years' experience in landscaping or related field required

Hiring Preference: The Pechanga Tribal Government is an equal opportunity employer. Consistent with federal law, the Pechanga Band of Indians applies Indian preference in employment. It is the policy of the Pechanga Tribal Government to give preference in hiring, promotions, and transfers into vacant positions to qualified applicants in the following order: 1) Pechanga Tribal Members; 2) Pechanga Tribal Member Spouses; 3) non-member American Indians. At-Will Employment: Employment with the Pechanga Tribal Government is at-will and can be terminated with or without cause, and with or without notice, at any time, either at the option of the employee or the Pechanga Tribal Government. Drug Testing: The Pechanga Tribal Government is a drug-free workplace. All employees are subject to drug testing. Background Investigation: All candidates and employees may be subject to a background investigation.

- Experience using hand tools such as shovels, rakes, pruning saws, saws, hedge and brush trimmers, and axes preferred
- Experience with operating powered equipment such as pruning saw, blowers, hedger, weed whips, and edger's preferred
- Must possess a valid driver's license with proof of insurance
- Must be able to lift and move up to 50 lbs.
- Good verbal and written communication skills
- This position must comply with the Pechanga Tribal Government's Drug-Free Workplace Policy. This includes: pre-employment and random testing.
- Must successfully pass a pre-employment background investigation.

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of and ability to use specific tools in the Public Works Department
- Knowledge of how to use and repair landscape machinery
- Knowledge of soil composition
- Knowledge and use of all hand tools, manual tools and power tools.
- Knowledge of the English language and ability to communicate effectively verbally and in writing.
- Ability to operate and maintain all power equipment
- Ability to prep for concrete pours
- Able to be mentally strong to cope with challenges
- Knowledge of operating irrigation controllers
- Ability to read and interpret safety, operating and maintenance instructions and reports
- Ability to maintain regular attendance
- Ability to work under stressful situations
- Ability to work under minimal supervision with a good sense of time management
- Ability to wear clean and neat provided uniform each day.

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. The Pechanga Tribal Government may, upon request and in its sole discretion, grant an accommodation it deems reasonable and necessary to enable an employee with a disability to perform the essential functions of the job.

While performing the duties of this job, the employee is frequently required to stand, walk, and talk or hear. The employee is required to use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is regularly required to climb or balance, including climbing and standing on ladders; stoop, kneel, crouch or crawl. Job duties require hiking rugged terrain, including uneven grounds; steep terrain; and susceptibility to multiple forms of plants and environmental life.

The employee must frequently lift and/or move up to 50 and occasionally up to75 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus. The employee is required to be able to see the differences between colors, shades and brightness and be able to see details that are less than a few feet away.

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WORK ENVIRONMENT:

The work environment characteristics described here are representative of those and employee encounters while performing the essential functions of this job. The Pechanga Tribal Government may, upon request and in its sole discretion, grant an accommodation it deems reasonable and necessary to enable an employee with a disability to perform the essential functions of the job.

While performing the duties of this job, the employee regularly works near moving mechanical parts and must be able to work long hours in outside weather conditions year-round, including high temperatures and direct sun. The employee is often exposed to hot, cold, and wet and/or humid conditions, fumes, toxic or caustic chemicals. They may also be exposed to multiple forms of plants and environmental life. The noise level in the work environment is generally loud or noisy.

Employee's acknowledgement: **I acknowledge by my signature below, that the duties listed on this job description represent those tasks falling within my immediate responsibility. I understand that the Pechanga Tribal Council has the right to change this job description at any time with or without prior notice. I further understand and agree that my employment relationship with the Pechanga Tribal Government is a consensual commercial relationship taking place on tribal land within the Pechanga Indian Reservation and, as such, is subject to the jurisdiction and sovereign laws of the Pechanga Band of Indians.**

_____	_____	_____
Signature of Employee	Date	Print name of employee
_____	_____	_____
Signature of Employee's Manager	Date	Print name of employee's manager

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