

St. Mary's Cemetery

Dunkirk, NY

Temporary General Worker

This is a 'hands-on' position and will be part of the crew that is responsible for the overall appearance and condition of the grounds, monuments and buildings. Must be able to perform outside manual labor while following all guidelines regarding the conduct of cemetery services.

All applicants must be honest, compassionate and professional; have organizational skills, attention to detail, interpersonal and communication skills, conscientious work ethic and work as a self motivated Team Member. Work schedule dependent upon weather.

Responsibilities and Duties include, but are not limited to:

- Maintenance of our cemetery grounds
- Join us in serving families by preparing for memorial services and visitation.
- Assist in preparing the grounds and/or mausoleum for burials and services
- Must comply with all safety, environmental and cemetery rules and procedures.
- Properly clean equipment and buildings
- Mowing, Trimming, Digging, Leaf Mulching / Removal, Memorial & Monument Installation
- Ability to lift and move up to 60 lbs. or more on a regular basis.
- Work with minimal supervision and function as part of a working crew
- Maintain a safe work site at all times.
- Perform landscaping duties including, weed trimming, blowing debris off memorial and sidewalks, planting, and debris removal.
- Comply with all Federal (FTC), State, and local laws pertinent to conducting funeral services.
- Adhere to all Company policies and guidelines of conduct, professionalism and employee responsibilities.

Requirements:

- Valid driver's license and clean driving record
- Must pass background and drug test

To apply: Applications available at St. Mary's Cemetery Office, Rt 60 & Williams St., Dunkirk, NY Monday thru Friday from 8 a.m. to 4 p.m. or on our web site

www.seasdunkirkny.org Completed application: mail to St. Elizabeth Ann Seton Parish, 328 Washington Ave, Dunkirk, NY 14048 Attention: St. Mary's Cemetery or email to zolow@seasdunkirkny.org