

## RECRUITMENT BULLETIN

### BIG HORN COUNTY

ATTN: Human Resources

P.O. BOX 908

HARDIN, MT 59034

RECRUITMENT NO.	OPENING DATE	CLOSING DATE
20-06	March 5, 2020	March 20, 2020

**POSITION:** Seasonal Groundskeeper

**LOCATION:** Big Horn County Fairgrounds

**SALARY:** \$12.50 per hour, plus pro-rated benefits

**DUTY HOURS:** 7:00 a.m. - 4:00 p.m., M-F; April through October

**MAJOR DUTIES:** Under direct supervision of the Groundskeeper and Maintenance Supervisor, maintains grounds, irrigates, mows, and does other lawn and flower garden care; does general building and equipment maintenance and custodial care; performs other duties as assigned.

**QUALIFICATIONS:** Any combination of training and experience equivalent to completion of high school; some work experience in the maintenance of buildings and grounds helpful. Must possess a valid Montana Driver License and be an insurable driver.

**INTERVIEWS:** An oral interview will be administered for this position on **Wednesday evening, April 1, 2020**. Applicants selected for the interview process will be notified by phone and letter.

### PRE-EMPLOYMENT

**TESTING:** The successful applicant must undergo pre-employment drug and alcohol testing.

**DISTRIBUTION:** Countywide

**HOW TO APPLY:** Submit a Big Horn County application to the Human Resources Office, Room 302, Courthouse or to the mailing address listed above. For application, call (406) 665-9735 or email [rjohnson@bighorncountymt.gov](mailto:rjohnson@bighorncountymt.gov). Job description available upon request.

**DEADLINE:** Applications must be received or postmarked no later than the close of business on the closing date specified above.

BIG HORN COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER. NOTHING IN THIS RECRUITMENT BULLETIN IS INTENDED TO GUARANTEE CONTINUED EMPLOYMENT. IF YOU ARE CLAIMING PREFERENCE, PLEASE SUBMIT PROOF WITH YOUR APPLICATION.

Publish: March 5, 2020

Bill to: Big Horn County Fair Board