

RECRUITMENT BULLETIN

BIG HORN COUNTY

ATTN: Human Resources

P.O. BOX 908

HARDIN, MT 59034

RECRUITMENT NO.	OPENING DATE	CLOSING DATE
19-10	March 14, 2019	March 29, 2019

POSITION: Seasonal Groundskeeper

LOCATION: Big Horn County Fairgrounds

SALARY: \$12.00 per hour

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

MAJOR DUTIES: Under direct supervision of the Groundskeeper and Maintenance Supervisor, maintains grounds, irrigates, and mows, and does lawn and flower garden care; 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 3, 2019**. 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. 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 14, 2019

Bill to: Big Horn County Fair Board