
Catholic Cemeteries of Columbus

Employment Opportunity

Date: September 27, 2021
Cemetery: Saint Joseph
Position: Grounds Staff

Deadline: Until filled
Status: Fulltime
Practicing Catholic Required: No

Qualifications for the position: The Grounds Staff supports the Grounds Staff Supervisor in the day-to-day operations of the grounds and equipment.

Job Responsibilities: Responsibilities of the position include, but are not limited to, the following:

1. Mow grass, clean up debris, empty trash, seed, fertilize, mow grounds and fields, tree and shrub removals, plant, shovel snow.
2. Stone setting, maintenance on equipment and cemeteries, dig graves, set up tents.
3. Pick up and drop off of supplies and equipment, climb trees, lift stones, heavy dirt, and mausoleum pieces.
4. Dig foundations with backhoe for headstones, fill graves with dirt, pour concrete, and refinish bronze markers.
5. Lead in funerals, measure foundations, complete work orders, assist visitors to gravesites, help to answer questions or concerns.
6. Perform miscellaneous errands as directed by Supervisor. Some evening and/or weekend work may be necessary to attend special events.

Education: High School degree and mechanical training is preferred.

Experience: Previous experience is preferred.

Job offer is contingent on the successful passing of the mandatory background screening and completion of the VIRTUS “Protecting God’s Children” course. Compensation is commensurate with candidate’s experience. We offer paid time off and a full complement of benefits, including health, dental, vision, life, short & long-term disability, and matching 403(b). Benefits are according to Diocesan policy.

Send cover letter, resume, and references to Rich Finn, Director of Catholic Cemeteries, at rfinn@columbuscatholic.org.