



177 Day Island Rd., Eugene, OR 97401 • PH 541-682-3755 • FAX 541-682-3411
300 West Fairview Dr., Springfield, OR 97477 • PH 541-682-4090 • FAX 541-682-3875



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**Homes for Good announces recruitment for a knowledgeable and dependable
Landscape/Laborer to join our team!**

Landscape/Laborer
Posting # 4.16.2019
SALARY: \$2,407.47 - \$3,072.61/ MNTH

Homes for Good is an Equal Opportunity Employer.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

GENERAL DESCRIPTION: Homes for Good Housing Agency is seeking a qualified and experienced candidate for the position of a Landscape/Laborer.

Homes for Good is a high performing housing authority located in Eugene Oregon, servicing all of Lane County (4,600 sq. miles). The Agency's primary work is to help low-income residents with the logistics of affordable housing.

Homes for Good has been and will continue to implement a workplace culture change that includes increased emphasis on customer service, quality control, and compliance. Homes for good is passionate about providing employees opportunities to maximize career growth while experiencing the personal satisfaction of working for a non-profit agency.

At Homes for Good, employees are supported and empowered by a collaborative culture that shapes how we work together with the common goal of providing essential housing services throughout Lane County.

This recruitment is for a full time Landscape/Laborer position with the primary duties of providing expertise in and knowledge of landscaping; pruning, tree trimming, application of pesticides and herbicides and all facets of yard care, at Homes for Good buildings and housing within Lane County. This position may also perform routine basic labor and janitorial tasks at Agency owned facilities, units and grounds. This position works under the supervision of the Maintenance Services Supervisor.

POSITION SUMMARY:

To perform and provide routine labor and assistance to Maintenance Mechanics and other maintenance staff and janitorial duties undertaking the care and maintenance of Agency owned facilities, units and grounds.

DUTIES: *These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.*

- Performing a variety of grounds maintenance duties: Edging, weeding and mowing, pick-up and remove papers and other debris, blowing and cleaning of sidewalks and parking lots, basic trimming of trees and shrubs, repair and maintenance of sprinkler systems, weed and moss control, care and maintenance of hand and power tools.



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- Assist in preparation and clean-up of housing units for re-renting to the next occupant including; removing debris and household items, snaking of drain/sewer lines, minor related plumbing (supply lines, sink, toilet) installation and repair.
- Assist with preparation for and painting of units.
- Performing general janitorial duties that include; sweeping, cleaning windows, window frames, channels and screens, sanitizing restrooms, cleaning light fixtures including coverings, replace light bulbs, clean walls, appliances, and ceilings including door frames, shelves and baseboards, mop, strip, wax, and polish floors, vacuum and shampoo carpets.
- Performing routine exterior and custodial work, as necessary, such as cleaning laundry rooms, community rooms, kitchens, bathrooms and cleaning outside surfaces of units and buildings including gutters and down spouts.
- Completing a variety of day-to-day tasks as required to assist in the upkeep of complexes and units.
- Maintaining accurate records, logs, and files of activities.
- Providing excellent customer service at all times to residents, guests, contractors, employees and others.
- Other duties as assigned.

ABILITY TO:

- Use and care for a variety of building and yard maintenance equipment, supplies and materials.
- Demonstrate trustworthiness and good judgment, must be honest and respectful.
- Operate maintenance vehicles and transport materials to dump and/or storage site.
- Work well and multi-task in a fast-paced professional team environment.
- Interact professionally with the public, clients, staff, contractors and others.
- Effectively use information technology resources including; personal computer, tablet, cellular devices and software applications.
- Work independently, and effectively cooperate and coordinate with team members and others.
- Communicate effectively with others both verbally and in writing.
- Learn and interpret Agency programs, policies and procedures.
- Prepare accurate, concise documentation.
- Perform a variety of physical tasks requiring frequent bending, squatting, climbing, crawling, and reaching above shoulder level.
- Perform work safely and in compliance with OSHA requirements, as well as using Safe Lifting and Carrying Techniques.
- Maintain regular and consistent attendance and perform work without direct supervision.
- Recognize the value of individual and cultural difference and create a work environment where individual's differences are valued.
- Pass a physical examination, background and DMV records check, at Homes for Good expense, before starting work.

IDEAL QUALIFICATIONS:

Knowledge and experience in the following areas would support applicant in being successful in this position:

- Knowledge of the care and use of yard maintenance and landscaping equipment. (Applicants with landscaping experience are preferred).
- Experience using janitorial equipment such as, but not limited to, carpet cleaners and floor strippers, professional cleaning materials and chemical including but not limited to; floor stripper and wax
- Knowledge in principles and practices of building and grounds maintenance



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EDUCATION:

Equivalent to completion of the 12th grade.

EXPERIENCE:

Preferably 3 or more years in residential or commercial landscaping and basic maintenance work.

SUBSTITUTION:

Any equivalent combination of experience and training that will demonstrate the required knowledge and abilities is qualifying.

LICENSE OR CERTIFICATE:

Possession of or the ability to obtain an appropriate valid State of Oregon vehicle driver's license and be insurable at standard rates.

The successful applicant must pass a physical examination, background and DMV records check, at Homes for Good expense, before starting work.

COMPENSATION: The pay range for this position is \$2,407.47- \$3,072.61/month with a generous benefits package which includes; time management starting at 17.33 hrs. per month, Agency paid health, dental and vision insurance after 1 month of employment, along with life insurance and a 12% contribution of your monthly salary into a retirement account after 6 months of employment.

APPLICATION PROCEDURE:

[Click here](#) to complete an online application.

All applicants will be required to take a pre-employment assessment upon submission of application materials. Applicants who fail to take the pre-employment assessment will be disqualified from further consideration.

Applications will be reviewed for relevant experience, education, and training. Applications must be detailed and complete for proper evaluation. The best-qualified applicants may be required to complete further testing, which may consist of any combination of written, oral, or performance examinations. Responses to supplemental questions are required if applicable.

This position is covered by Union Representation, AFSCME Local 3267.

Note: This is an equal opportunity employer and complies with State and Federal laws and regulations relating to the 1973 Rehabilitation Act, Section 504, and the 1990 Americans with Disabilities Act (ADA) and the 2009 Americans with Disabilities Act Amendment (ADAA). Homes for Good does not discriminate on the basis of disability status in the admission or access to its federally assisted programs or activities. Entrance Requirements: Homes for Good shall establish or revise the entrance requirements of this position in order to provide a reasonable accommodation for a disability if doing so does not impose an undue hardship on the operation of the program. A reasonable accommodation may include, depending on the nature of the job duties, waiving the requirements for a physical examination and/or the requirement to possess or obtain a driver's license. It shall be the policy of Homes for Good to assist and encourage the employment of persons with disabilities who are able and qualified to perform the work for which they have made application.



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POSTING DATE: April 17, 2019
CLOSING DATE: Open until filled, the first round of application reviews will take place on Tuesday April 30, 2019

Disclaimer

The above information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job.