Description

State of New Hampshire Job Posting
FISH AND GAME DEPARTMENT
Facilities & Lands Division
US:NH:CONCORD
Grounds Foreman
# SNL2603
Part-time 16 hours/weekly
Hourly Rate of $13.41

Summary:
Supervises and performs maintenance on a regional basis of boat access facilities, involving maintenance of boat ramps, grounds, docks, fishing piers, kiosks, toilet facilities, signs, roads, and parking lots.
This position will require maintaining the access sites in the Rockingham and Strafford Counties. This is a part time position that has an anticipated start date of April 17th working through October 15th.

Responsibilities:
Maintains grounds performing a combination of tasks such as cutting and trimming lawns and brush
Maintains and resurfaces gravel parking lots and access roads.
Monitors and performs necessary general care and maintenance of boat ramps, toilet facilities, informational kiosks and entrance signs.
Plants grass, trees and shrubs: waters lawns and shrubs; rakes leaves and grass.
Repairs guard rail, gates, docks, fences, toilet facilities, and fishing piers.
Picks up trash and debris; cleans boat ramps.
Prepares reports on time, equipment and materials used to provide required records.
Supervises laborers, volunteers and contractors performing maintenance of access sites.
Cleans out drainage ditches and culverts.
Drives trucks, tractors, and riding lawn mowers carrying out required duties.

**Minimum Qualifications:**

**Education:** High school diploma or G.E.D. or equivalent.

**Experience:** Two years experience in the care and maintenance of large scale horticultural activities.

**License/Certification:** Valid New Hampshire driver’s license required.

Prior to applying, please be sure that you have completed your profile including your complete employment history, education history, credentials and contact information. Please bear in mind that your education and experience must be relevant to the specific position for which you are submitting an application. You are encouraged to provide a copy of your current resume, but resumes will not be accepted in place of a fully completed application for employment.

For further information please contact Kim Crowley, Human Resources Coordinator at (603) 271-5824 or email kim.crowley@wildlife.nh.gov.