



## Seasonal Landscape Assistant

Many recreational boaters have chosen the Port of Edmonds as their homeport for moorage and dry storage because of the added value they receive from our quality facilities and convenient location. The Port employs people with expertise in various services and support jobs.

The Port of Edmonds is looking for a qualified individual over 18 years of age to assist in the general maintenance and upkeep of flower beds, landscape beds, container gardens, and parking areas on both the Port and Harbor Square properties. The hourly pay rate is \$21.80 per hour for a first-year [Seasonal Landscape Assistant](#) with a current work schedule of 40 hours per week, Monday through Friday. The successful candidate in this position will:

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Perform flower bed maintenance, including weeding, deadheading flowers, and cleaning up leaves, tree needles, and garbage
- Water all barrels and container gardens
- Pulling seasonal flowers and tilling and mulching of flower beds
- Perform daily cleaning of restrooms and parking areas
- Maintain and clean areas around garbage dumpsters and recycling centers
- Assist in landscape sprinkler system repair and maintenance
- Assist in trimming shrubs, trees, and ground covers
- Other duties as assigned

### **KNOWLEDGE, SKILLS, ABILITIES PREFERRED**

- Ability to follow instructions and work independently
- Ability to perform basic cleaning tasks
- Ability to operate basic equipment
- Six months of plant, shrub, and tree maintenance experience.
- Previous experience working with and repairing landscape sprinkler systems
- Previous experience working with the public
- CPR/First Aid and defibrillator certification
- A valid driver's license and a good driving record

### **WORK ENVIRONMENT**

- Requires physical contact with and exposure to flowers, plants, trees, pollen, and insects
- Required to work outside in all weather conditions
- Required to work in areas of high vehicular or pedestrian traffic
- On occasion, it may require handling or working with toxic, hazardous substances

## **PHYSICAL REQUIREMENTS**

- Standing, walking, bending for extended periods
- Lifting, pushing, pulling objects weighing 50 pounds or less
- Able to reach overhead, above shoulders, and horizontally
- Required hearing and speaking to exchange information
- Dexterity of hands and fingers to operate computers, locks, equipment levers, and a variety of grounds equipment, including power and hand tools

## **EMPLOYEE PAY AND BENEFITS**

- Hourly rate of pay is \$21.80 – \$25.95, depending on seasons of service
- Retirement Benefits – Seasonal employees qualify for membership in the Washington State Department of Retirement Systems (PERS). Contribution rates for employees vary depending on plan choice
- Sick Leave – Seasonal employees will accrue paid sick leave at one hour for every 40 hours worked. There is no cap on paid sick leave hours that may accrue in a year. Paid sick leave will be compensated at an employee's regular pay rate, excluding overtime rates. Any sick leave accrued which is unused in any year is accumulated for succeeding years for seasonal employees up to a maximum of 40 hours

## **HOW TO APPLY**

To apply for this position, please submit the following:

- **(Required)** Complete the Port of Edmonds job application form found at <https://www.portofedmonds.org/business/employment/>
- **(Required)** Resume and short cover letter. You will be able to upload both documents during the online application process

***The position is open until filled.***

Applicants deemed of interest to the Port will be contacted for further information or to arrange an interview for this position.