



JACKSON COUNTY

Human Resources Department

401 Grindstaff Cove Road, Suite A-218, Sylva, NC 28779

Phone 828.631.2212 • Fax 828.631.2266

Employment Opportunity

Please post in a location accessible to all employees

Position: **General Utility Worker III - Grounds**

Permanent, Full-Time, Non-Exempt

Department: Public Works - **Grounds**

Description of Essential job functions:

Duties &

Responsibilities:

- Mows, weed-eats, landscapes, sprays pesticides, uses fertilizers, aerates.
- Performs field maintenance, tractor work, hauling gravel and mulch, and tree work.
- Assists Emergency Management with logistics during and inclement weather or emergency situations, such as snow plowing and salting of Jackson County roads, property, parks, and buildings.
- Assists with beautification and decoration of County buildings and grounds for special events.
- Performs building maintenance as needed.
- Performs other related job duties as assigned.

**Education &
Experience
Requirements:**

High school diploma or GED and one (1) year of directly related landscaping or an equivalent combination of education and experience. A background in horticulture and experience in equipment maintenance is preferred. Possession of a valid, State of North Carolina driver's license to operate a motor vehicle. Requirement exists at the time of hire and as a condition of continued employment.

Starting Salary: (Grade 18)- \$32,504.02 per year

Jackson County provides a robust offering of employee benefits including: employer paid medical and dental benefits, participation in the Local Governmental Employees' Retirement System, paid leave (vacation, sick, and holiday), Employee Clinic, Wellness program, and supplemental benefit offerings. A full overview of benefits is available at <https://www.jacksonnc.org/employment-opportunities>

**Application
Requirements:**

Submit a completed Application for Employment to:

Jackson County
Human Resources Department
401 Grindstaff Cove Road, Suite A-218
Sylva, NC 28779

NC Works Career Center
26 Ridgeway Street, Suite 2
Sylva, NC 28779

The Application for Employment is available online at:

<https://www.jacksonnc.org/employment-opportunities> or may be obtained at the Jackson County Human Resources Office or the Sylva branch of the NCWorks Career Center.

Closing Date: **October 3, 2022**

Jackson County is an Equal Opportunity Employer

*Pre-employment drug screen and criminal background checks are required
Jackson County participates in the federal [E-Verify](#) program*



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