



DIOCESE OF JOLIET ***JOB DESCRIPTION***

TITLE Cemetery Seasonal
AGENCY Catholic Cemeteries
SUPERVISOR Working Foreman

JOB SUMMARY

The performance of seasonal work in the cemetery as outlined in the union contract.

DUTIES & RESPONSIBILITIES

General cleanup of cemeteries

Cleaning of leaves, broken branches and other debris

Assist with the placement and removal of seasonal grave decorations

Cut and string-trim grass around entries, fences, markers and monuments

Cut and trim bushes and trees

Plant and maintain flower beds and grave decorations

Other work as assigned by the working foreman

QUALIFICATIONS

Valid Illinois Drivers license. Willing and able to perform tasks as outlined above.

WORKING CONDITIONS

Diocesan Cemetery reporting bases in Joliet, Wheaton and Kankakee. Normal 40 hour workweek. Union membership required. Conditions and pay-rate as outlined in the current union contract. Seasonal/temporary with no benefits. If interested, complete employment application found at www.dioceseofjoliet.org under employment and forward to:

nsiemers@dioceseofjoliet.org.
Office of Human Resources
Nancy Siemers, Director
St. Charles Borromeo Pastoral Center
402 S. Independence Blvd.
Romeoville, IL 60446-2264