Plant Nursery Assistant

Announcement Number:  NPSWCD-19-N

Work Schedule:  work times and dates vary and are negotiated. We are looking for an individual who can commit to a defined schedule (2 times/week) and invest the time necessary to ensure the nursery plants are watered, weed control is performed and lot maintenance is completed (usually consists of mowing, adjusting shade cloth, picking up random garbage, weeding pollinator garden, irrigation system maintenance). Historically, this task takes 4 hours per week after initial irrigation setup.

Compensation:  $8 to $12/hour

Opening Date:  May 16, 2019

Closing Date:  June 4, 2019 or until filled

Work location:  Our office is located in Culdesac, Idaho.

Typical Functions

- Inspect nursery plants 2 times / week and water as needed
- Fertilize plants as prescribed
- Weed nursery and lot area by hand pulling, spot spraying, and/or mowing.
- Operate weed eaters, riding lawn mower and push lawn mower
- Maintain drip irrigation system – replacing or cleaning plugged emitters, broken lines
- Install shade cloth and secure it as needed
- Identify plant species that are grown at the Conservation District Nursery
- Fill out maintenance and inspection forms
- Report to managers in writing and verbally

Typical Knowledge

- Nursery management principles including watering frequency, weed control
- Plant growth processes

Typical Skills

- Work must be legible and organized
- Ability to work independently and meet deadlines
- Reading comprehension to understand technical materials.
- Ability to report to management both orally and in writing
Minimum Qualifications

- Valid Insurable Driver’s License
- Ability to prepare written documentation in the form of checklists, handwritten or computer-generated reports.

HOW TO APPLY:

- Applications will be accepted by mail, fax, e-mail or personally delivered. Applications submitted by facsimile will be accepted; however, the District accepts no responsibility for the completeness of the fax received or for the quality of the fax. Fax number (208) 843-2234.
- Submit your application package directly to the Nez Perce Soil and Water Conservation District by close of business (4 p.m.) on the closing date. Late applications or failure to submit all the required documents and information as requested will result in your application not being considered.

Summary of application package requirements:

- 1) Resume — no longer than 3 pages
- 2) Cover letter

SUBMITT YOUR APPLICATION PACKAGE TO:

Nez Perce Soil and Water Conservation District PO Box 131 Culdesac, Idaho 833524
FAX: (208) 8843-2234 E-Mail: npswccd@co.nezperce.id.us Application packages will not be returned.