



Catholic Cemeteries

DIOCESE OF JOLIET

JOB DESCRIPTION

<u>TITLE</u>	Seasonal Employee
<u>AGENCY</u>	Catholic Cemeteries <i>Positions available in Joliet, Romeoville and Wheaton</i>
<u>SUPERVISOR</u>	Location Foreman

JOB SUMMARY

The Catholic Cemeteries of the Diocese of Joliet is offering Seasonal Landscape Laborer-Maintenance positions for reliable, committed, and enthusiastic team members. In this role, you will enhance the appearance of properties by trimming memorials, weeding, watering, collecting trash, edging, pruning, hedging, and clearing leaves and debris with various landscape equipment. The season commences in March and continues until mid-November. This position requires a commitment of 40 hours per week during the Day Shift.

DUTIES & RESPONSIBILITIES

- String-trim around cemetery memorials, markers, monuments, fence lines, curb lines, tress, etc.
- Mow cemetery grounds.
- Plant, maintain and water flower beds.
- Pull weeds, trim bushes and prune trees.
- Assist with the placement and removal of seasonal grave decorations.
- Other work as assigned by the working foreman.

MINIMUM QUALIFICATIONS

- Must be 18 years of age.
- High School Diploma, be able to follow verbal and written instructions.
- Employ a range of hand tools, including a string trimmer, and engage in standing and walking for up to seven hours daily, occasionally lifting 50 pounds, while working outdoors in summer heat.
- Valid Illinois Driver's license.

Salary & Benefits

Hourly rate is \$19.00 - \$21.00, depending on experience with paid personal leave days.

SELECTION

The candidate screening process will consist of an application review, employability assessment, interview, reference check, and other verifications. **Chosen candidates will be subject to a background and criminal history investigation, and drug screen prior to being hired.** Ninety-day (90) probationary period. Union membership required. Must support the mission, philosophy, objectives and policies of the Roman Catholic Church and the Diocese of Joliet.

We plan to fill positions beginning March 16, 2026, and going through November 30, 2026, depending on weather. Positions are open until they are filled. To apply complete and submit application to:

Catholic Cemeteries Diocese of Joliet
Attention: Eric Holloway
200 W. Romeo Rd.
Romeoville, IL. 60446
eholloway@dioceseofjoliet.org