WINTHROP UNIVERSITY
TEMPORARY POSITION VACANCY ANNOUNCEMENT

August 25, 2015

POSITION TITLE: Greenhouse Attendant

DEPARTMENT: Facilities Management

HOURS OF WORK: Saturday and Sunday work hours are 8:00 am to Noon. Weekdays hours are flexible. This position will work 25 hours per week at $9.00/hr

Vacancy: # 201613T

Minimum Training and Experience:
Six months of experience in general greenhouse maintenance and knowledge of plant care is required. Valid driver's license required.

Knowledge, Skills and Abilities:
General knowledge of the practice and procedures of greenhouse maintenance. Ability to perform manual labor and work outdoors in all types of weather. Ability to lift up to 75 lbs. Ability to operate general hand tools for plant care. Ability to drive van and other vehicles desired. Requires weekend work schedule. Ability to establish and maintain effective working relationships with co-workers and supervisors.

Specific Duties:
Reporting to Assistant Director of Grounds/Custodial Services, the Greenhouse employee maintains and waters plants. Will load and off load plants for pickup and delivery at various locations on campus. Performs general grounds clean-up in and around greenhouses. Assist in preparing and maintaining flower beds. Informs supervisor when repairs are needed. Performs other related duties as required.

To apply, access [www.jobs.sc.gov](http://www.jobs.sc.gov) to submit an on-line application no later than September 7, 2015

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