

Employment Opportunity

TITLE: NURSERY ASSISTANT

DEPARTMENT: Fullerton Arboretum (Friends of the Fullerton Arboretum)

HOURS: Permanent-Part Time

WAGE: \$8.50 per hour

POSITION SUMMARY: Under the direction of the Nursery Manager, Nursery Assistant will ensure that the nursery is well maintained and will take care of plants.

RESPONSIBILITIES:

1. Water plants
2. General nursery duties
3. Move plants using rolling carts and gas cart
4. Maintain plant layout space
5. Weed, deadhead and stock sales area
6. Fill wheelbarrows with soil
7. Empty trash
8. Miscellaneous maintenance chores

MINIMUM QUALIFICATIONS: Ability to work independently with minimum supervision. Lifting and bending required. Must possess valid Californian driver's license, insurance and must be 18 years old or more.

EDUCATION: High school diploma or equivalent. Nursery experience helpful.

APPLICATION PROCEDURE: To apply, visit the Fullerton Arboretum office between 8:30 am and noon or between 1:30 p.m. and 4:30 p.m. Monday through Friday and fill out an application at our reception desk.

APPLICATION DEADLINE: Open until filled.

All benefits will be administered according to the Policies, Summary Plan Descriptions or Procedures. Where there are questions or different interpretations, the benefit will be determined by the Foundation (Human Resources or Executive Management).

The Foundation reserves the right to discontinue or modify any benefit offered by the Foundation.

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