



Diocese of Belleville  
Catholic Cemetery Association

**POSITION AVAILABLE**

**Position:** Cemetery Groundskeeper

**Job Type:** Full Time

**Salary:** Beginning salary \$20.60, but will be determined by relevant skills and experience

**Benefits:** Participation in (403b) Retirement Plan and Paid Time Off

The Cemetery Groundskeeper assists the groundskeeper team in maintaining the overall appearance and functionality of cemetery grounds. This includes landscaping, grave preparation, burials, and ensuring a serene and respectful environment for visitors.

**Qualifications:**

- High school diploma
- Experience in landscaping, groundskeeping, or related fields is a plus.
- Ability to operate and maintain groundskeeping equipment.
- Physical ability to lift and move materials up to 50 pounds.
- Strong attention to detail and ability to work independently or as part of a team.

**Working Conditions:**

- Outdoor work with exposure to varying weather conditions.
- Weekend or holiday work may be required.

**Skills:**

- Knowledge of landscaping techniques and plant care.
- Ability to read cemetery plot maps and records.
- Strong interpersonal skills for interacting with visitors and colleagues.

**To Apply:** Send cover letter and resume to Catholic Diocese of Belleville at [humanresources@diobelle.org](mailto:humanresources@diobelle.org) or by mail at 222 South Third Street, Belleville, IL 62220.