



Tennessee Department of Veterans Services

OPENING DATE: March 15, 2016

CLOSING DATE: OPEN

Vacancy Announcement

Position: Cemetery Caretaker 1

Vacancies: 2

Salary: \$1,870 Monthly

LOCATION

West TN State Veterans Cemetery

4000 Forest-Hill Irene Rd.

Memphis, TN 38125

Description of Duties / Responsibilities: Prepares ground for headstone placement and sets headstones; assists equipment operators with opening and closing gravesites using a lowering device and tampering device. A Cemetery Caretaker 1 performs a variety of cemetery grounds maintenance work using push mowers, chainsaws, riding mowers and weed trimmers for mowing grass, trimming and pruning trees and shrubs. Prepares ground for headstone placement and sets headstones; maintains cemetery grounds picking up and removing trash and brush; cleans headstones; prepares grave sites for interments. The Cemetery Caretaker is required to work outside during all types of weather conditions.

Minimum Qualification Requirements:

Experience equivalent to six (6) months of professional grounds keeping experience.

Other Requirements:

Must possess a valid motor vehicle's operator license.

Must be able to lift heavy materials and equipment.

Complete Classification can be found at: [Job Classification](#)

How to Apply:

Please use the online form posted at the below link:

https://stateoftennessee.formstack.com/forms/tdvs_job_application

If you experience trouble uploading supporting documents such as resume's, discharge papers or other requested supporting documents please either mail or hand deliver those documents to the below listed individuals:

Mail To:

TN Dept of Veterans Services

ATTN: Jasmin Thigpen

225 Martin Luther King Drive

Jackson, TN 38301

Hand Deliver:

WTSVC

ATTN: Ms. Ida Wade

4000 Forest-Hill Irene Rd

Memphis, TN 38125