



**Job Announcement**

Posting Date: December 15, 2021

**Application Deadline: Until Filled**

<b>Position:</b> Heavy Equipment Operator	<b>FLSA Status:</b> Non-Exempt
<b>Minimum Requirements:</b> High school diploma or equivalent required. One or more years of experience working with heavy equipment. Knowledge of proper operation of heavy equipment as well as safety standards. Physical ability to lift 50+ pounds.	
<b>Start Date:</b> Immediate	<b>Location:</b> Calvary Catholic Cemetery
<b>Position Status:</b> Full-Time, 40 hours per week	<b>Work Schedule:</b> Five-day workweek, with weekend work as needed

**Position Summary:**

Operates heavy machinery for funeral duties and moving large cargo. Will perform routine maintenance on the machines or recommend they be sent out for repairs. Must follow all company and governmental safety guidelines at all times.

**Essential Duties, Functions and Responsibilities: (complete position description available at HR Office)**

- Inspect large equipment before and after use to ensure proper working order.
- Follow foreman’s specifications when opening gravesites with excavating equipment.
- Loan and unload cargo and move to appropriate storage area.
- Clear debris from street edges with a skid steer or backhoe bucket.
- Use necessary equipment for work at a gravesite for non-funeral related tasks.
- Perform regular maintenance and minor repairs when necessary.
- Follow all safety procedures while operating equipment
- Report necessary repairs needed or issues with the equipment to management.

**Additional Requirements- Skills, Certifications, and Licenses:**

- Must have a valid Texas Driver License and subject to a driving history check. Evidence of state required vehicle insurance and transportation.
- Possession of a commercial driver’s license (CDL) or ability to obtain the license.

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**Resumes are Not Accepted. Employment Application is required for consideration.**

For Employment Application, visit [www.dioceseoflaredo.org](http://www.dioceseoflaredo.org)

For additional information, please contact:

Office of Human Resources  
Diocese of Laredo  
1901 Corpus Christi St.  
Laredo, Texas 78043  
(956) 727-2140

Benefits include shared cost medical and dental, plus retirement and life insurance, upon completion of eligibility period. Paid vacation leave, personal days and sick leave, upon completion of eligibility period. Paid Holidays and Holy Days, as designated by employer. Unique opportunities to participate in staff spiritual retreats, Catholic Mass and prayer. Join a team of individuals dedicated to providing service in a faith-filled work environment that promotes faithfulness, respect, joy and unity.

Apply today.

***We are the Diocese of Laredo!***