

CEMETERY COMMISSIONER

GENERAL STATEMENT OF DUTIES: Has responsible charge of a Town or Village cemetery; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, is responsible for the maintenance and operation of all municipal cemeteries. Supervision is exercised over all cemetery superintendents, working foremen and laborers.

EXAMPLES OF WORK: (Illustrative Only)

Supervises the operation of all cemeteries;

Oversees all cemetery projects;

Maintains records and plans on future needs of the town or village.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Knowledge of ground maintenance practices; knowledge of the tools, techniques and materials associated with the cemetery maintenance trade; ability to supervise the work of others; ability to keep simple accounting and clerical records; ability to get along well with others; physical condition commensurate with the duties of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Graduation from high school or possession of a high school equivalency diploma and six years of experience in the operation of a cemetery.

