

Wyoming Job Order Print Document

Job Order: **2837567**

Print Date: **8/31/2023 3:12:57 PM**

Office: **Rawlins**

LWDB: **South Central**

Employer Information:

Employer Name: **Three Forks Ranch**

How to Apply: **Via Email, At the Nearest One-Stop**

Company Website: **NA**

Application Comments: **Applicants Send Resumes to:**

Rawlins Workforce Center, 1703 Edinburgh Street, Rawlins, WY 82301

Phone: (307) 324-3485

Reference Job Order Number 2837567 when applying to the Workforce Center.

Location:

Main Address:

**Three Forks Ranch
1445 Carbon County Road 710
Savery, WY 82332**

Mailing Address:

**PO BOX 69
SAVERY, WY 82332-0069**

Contact:

Contact: **Jenn Clements**

Title: **General Manager**

Phone: **(970) 583-7396 x**

Email: **jenn.clements@threeforksranch.com**

Fax: **(970) 583-2287**

Application Comments: **Applicants Send Resumes to:**

Rawlins Workforce Center, 1703 Edinburgh Street, Rawlins, WY 82301

Phone: (307) 324-3485

Reference Job Order Number 2837567 when applying to the Workforce Center.

Job Details:

Occupational Code: **37301100 Landscaping and Groundskeeping Workers**

Job Title: **Landscaping and Groundskeeping Workers**

Industry Code: **721214 - Recreational and Vacation Camps**

Number of Positions: **14**

Referrals: **100**

Earliest Date to Display: **09/03/2023** Last Date Job Order Will Display: **11/11/2023**

Job Order Followup: **10/03/2023**

Job Type: **Temporary**

Job Time Type: **Full Time (35 Hours or More)**

Duration: **Over 150 Days**

Special Job Category:

Job Duties and Skills:

Description: **Applicants Send Resumes to:**

Rawlins Workforce Center, 1703 Edinburgh Street, Rawlins, WY 82301

Phone: (307) 324-3485

Reference Job Order Number 2837567 when applying to the Workforce Center.

Employer Name and Contact Information:

Three Forks Ranch Corp.

Physical: 1445 Carbon County Road 710, Savery, WY 82332

Mailing: PO BOX 69; Savery, WY 82332

Contact: Jennifer Clements, General Manager

E-mail: jenn.clements@threeforksranch.com

Phone: (970) 583-7396

Job Location: 1445 Carbon County Road 710, Savery, WY 82332

Disclosure of Job Opportunity: 14 Temporary Fulltime Landscaping and Groundskeeping Worker Positions Available (Dates of Need: 12/02/2023 through 10/01/2024)

Duties: During the winter months, removes snow and ice from access roads, walkways, verandas, porches, roofs, driveways, and other public thoroughfares. Chops ice and packed snow, using pick or ice-chopper, to clear areas. May spread salt or thawing chemicals onto passageway or roadways. Use hand tools/equipment. Clean and perform routine maintenance and/or repairs on snow removal equipment and tools when not in use. May also perform winter cleanup of leaves and other debris. During the spring/summer months will landscape or maintain grounds of property using hand or power tools and equipment. Will perform a variety of tasks, which include any combination of the following: sod laying, mowing, trimming, planting, watering, fertilizing, digging, and raking.

Requirements: Must carry 50lbs, when necessary. Must be willing to work all shifts including weekends and holidays.

Work Hours and Shifts: Minimum of 40 hours per week. Open 7-days a week. Shifts are 7am to 4pm. Must work weekends and holidays. Shift times and days off vary depending on need.

Overtime: As Needed Only

On the Job Training: Yes

Wage Offer: Workers will be paid no less than \$17.09 per hour; returning workers and workers with more experience may be paid higher wage rates, which range between \$17.09 to \$20 per hour. Overtime wage will depend on salary and can range between \$25.64 to \$30 per hour. Paid bi-weekly. Will use single workweek as standard for computing wages due.

Housing: Optional onsite employee housing is provided at no additional cost.

Deductions: Employer will make all deductions from workers paycheck required by law. Potential elective deductions to be preauthorized in writing if applicable are as follows: Voluntary advances and/or loans made to workers, if any, may be repaid by pre-authorized payroll deductions.

Benefits: Three meals a day; Wi-Fi in housing; and cable with Spanish language channels in housing provided at no cost to worker.

Transportation and Subsistence to the place of employment: If the worker completes 50% of the work contract period, the employer will reimburse the worker for transportation and subsistence by way of check, from the place of recruitment to the place of work. Upon completion of the work contract or where the worker is dismissed earlier, the employer will provide or pay for workers reasonable costs of return transportation and subsistence back home or to the place the worker originally departed to work, except where the worker will not return due to subsequent employment with another employer or where the employer has appropriately reported a workers voluntary abandonment of employment. The amount of transportation payment or reimbursement will be equal to the most economical and reasonable common carrier for the distances involved. Daily meals will be provided at a rate of \$15.46 per day during travel to a maximum of \$59 per day with receipts.

Visa and Visa-Related Expenses: Workers will be reimbursed in the first workweek for all visa, visa processing, border crossing and other related fees, including those mandated by the government (except passport fees).

Tools: Will provide workers at no charge all tools, supplies, and equipment required to perform the job.

Daily Transportation: Transportation is only provided to employees who elect to live in onsite employee house, at no additional cost.

Special Software/Hardware Skills Needed: **No**

Special Skills:

Job Requirements:

Minimum Age:

Test Done By: **No test required** Required Tests: **NA**

Hiring Requirements: **Other(specify)**

Hiring Requirements Other: **Must carry 50lbs, when necessary. Must be willing to work all shifts including weekends and holidays.**

Education Level: **No Minimum Education Requirement**

Months of Experience: **0**

Requires a Drivers License: **No** Near Public Transportation: **No**

Drivers License Certification:

Drivers License Endorsements:

Compensation and Hours:

Minimum Salary: **17.09 Hour**

Maximum Salary: **20.00 Hour**

Pay Comments: **DOE (Depends on Experience)**

Supplemental Compensation: **No**

Hours per Week: **Hours are Specific**

Actual Hours: **40**

Shift: **Other, see job description**

Benefits: **Other**

Other Benefits: **Three meals a day; Wi-Fi in housing; and cable with Spanish language channels in housing provided at no cost to worker.**

Job Order Information to be Displayed Online:

Job Order Information Online: **Company Name is displayed, One-stop staff does not screen applicants**

Job Application Information Needed:

Req Section

- Contact Information
- Employment History Allow individuals that have never had a job to apply (eg. College graduates)
- Education History
- Certifications
- Desired Job Type

Other Information:

Green Job: **No**

Subsidized by ARRA (Stimulus): **No**

Featured Job: **No**

In an Enterprise Zone: **No**

Federal Contractor: **No**

Court Ordered Affirmative Action: **No**

Job Order is for Veterans Only: **None Selected**

Staff Information:

Category: **Regular (Non Domestic)**

Job Developer Mandatory Listing: **None of the items listed**

Status: **Open and available**

Employer Status: **Open and available**

Reason: **NA**

Future Release From Hold: