



CAD Technician: This part time position requires general working knowledge of AutoCAD or AutoCAD Light or Dynascape Design software. Responsibilities include creating base maps, doing takeoffs, calculating material needs, and bed layouts. Plant knowledge helpful, but not required.
*10-20 hours per week
*Hours flexible, but some Wednesday hours required
*\$15-18 per hour, depending on experience

Receptionist: This full time, temporary position requires a friendly phone voice and good attention to detail. Responsibilities include answering incoming calls, taking detailed messages, and routing calls to voice mail. This energetic person will also greet guests to the office. Light filing and other general office duties will be required.
*40 hours per week
*April 1 – June 30
*Hours flexible, but 5 days per week required
*\$9-10 per hour, depending on experience

Terra-Firma Landscape, Inc. is an upbeat and professional company striving for excellence in customer service. The office is conveniently located on Janesville Road, between Highway 100 and Moreland Road.

Please contact Heather Schuster today:
hschuster@wi.rr.com or (414)422-9440

Terra-Firma Landscape, Inc.
S66 W14427 Janesville Rd
Muskego, WI 53150