

Position Description: Full-Time Facilities Maintainer

Teatown Lake Reservation, an environmental education center and nature preserve in Ossining, New York, seeks to hire a **full-time facilities maintainer**. This position will be responsible for the day-to-day maintenance and upkeep for the facilities and grounds of Teatown. Must be flexible, as the daily requirements may change as needs arise. Should be well organized and a team player. Ability to lift 50 lbs. Clean driving record.

Tasks may include but are not limited to the following:

Grounds:

- Landscaping, including mowing, weed whacking, hedge trimming, planting, shrub removal
- Fence repair, deck repair, and other assorted carpentry
- Trash removal, clean-up, litter pick-up and removal
- Snow removal, including shoveling, salting/sanding, plowing, snow blowing
- Chain-sawing and small/medium tree work
- Raking/blowing yard waste, clippings, and leaf removal
- Shoveling and drainage repair
- Tractor work

Facilities

- Janitorial, custodial, and porter services
- Party/Event set-up, breakdown, and clean-up
- Light electrical and plumbing
- Light painting
- Light carpentry, construction, and demolition
- Moving/storage activities
- Parts and supplies requisition and pick-up

This is a full-time hourly position with a 35-hour work week. Must work 7 hours per day, not including 1-hour unpaid lunch, 5 out of 7 consecutive days per week, and may include weekends. Excellent benefits including paid vacation, medical, dental, vision, employer-match retirement contribution, and sick leave. Salary commensurate with experience.

During snow season, may be called in after hours for snow removal duty.

Part-time weekend role is also available. Part-time position does not qualify for benefits.

Proof of full COVID-19 vaccination, including booster when appropriate, is required of all candidates.

Teatown is an equal opportunity employer. We are committed to a diverse and inclusive environment for all employees.

To apply, please send e-mail with résumé to: Will Sandford (wsandford@teatown.org), HR / Office Manager. No calls, please.