



1600 Spring Valley Rd  
Ossining, NY 10562

P (914) 762-2912  
F (914) 762-2890

teatown.org  
info@teatown.org

## **JOB DESCRIPTION: FACILITIES MAINTAINER**

Teatown Lake Reservation is an education center and membership organization located on a 1,000-acre nature preserve in the Lower Hudson Valley. Our mission is to inspire our community to lifelong environmental stewardship.

The facilities maintainer is responsible for the day-to-day maintenance and upkeep of the facilities and grounds of Teatown. Should be a self-starter and motivated to work in a mission-driven organization. Should be well organized and a team player. Must be flexible, as the daily requirements may change as needs arise. Ability to lift 50 lbs. Clean Driving Record. Tasks include but are not limited to the following:

### **Facilities/Structures:**

- General “handyperson” work
- Light carpentry, construction repair and demolition
- Light Painting
- Moving/Storage activities
- Parts and supplies requisition and pick-up
- Party/Event set-up, breakdown, and clean-up
- Light “fix-it” electrical and plumbing

### **Grounds:**

- Fence repair, deck repair, bridge/walkway, and other assorted light carpentry
- Chain sawing and small/medium tree work (no climbing)
- Seasonal landscaping, including mowing, weed-wacking, hedge trimming, planting, shrub removal.
- Raking/blowing yard waste, clippings and leaf removal
- Trash removal, clean-up, litter pick-up and removal
- Shoveling and drainage repair
- Tractor work-will train but experience with Kubotas is a big plus
- Snow removal including shoveling, salting/sanding, plowing, snow blowing
- During snow season, may be called in after/before hours for snow removal duty

This is a full-time hourly position, 40-hour work week including lunch. Excellent benefits and paid vacation/sick leave. Salary commensurate with experience.



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### **Job details**

**Pay** \$45,000.00 - \$55,000.00 per year

### **Job type**

- Full-time

### **Schedule**

- Monday to Friday
- Day shift

### **Benefits**

- Health insurance
- Paid time off
- Flexible schedule
- 403(b) matching

### **To Apply**

- Submit a cover letter and resume to Alan Sorkin, Managing Director, at [asorkin@teatown.org](mailto:asorkin@teatown.org). No calls please.

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