

## BINDER PARK ZOO

### MAINTENANCE AND GROUNDS SPECIALIST

**Mission Statement: To Connect, Inspire, Conserve. Connect people with nature. Inspire them to conserve.**

**REPORTS TO:** Facilities Manager

**SEASONAL OR NON-SEASONAL:** Non-seasonal, Benefited

**FLSA STATUS:** Hourly, Non-Exempt

#### **POSITION SUMMARY:**

Assist in the maintenance and grounds upkeep of all zoo buildings, exhibits, structures, barriers, assorted walkways, paved surfaces and other designated areas throughout the zoo.

#### **POSITION REQUIREMENTS:**

- Minimum 18 years of age with a valid driver's license.
- Ability to work with general directions, alone or in a group.
- Ability to plan, organize and handle multiple tasks as necessary.
- General working knowledge of construction, fencing, grounds upkeep, repair techniques and procedures.
- Experience with a zero radius lawn mower and the ability to use a chain saw as well as other assorted medium and light powered equipment.
- Ability to interpret, diagnose, speculate, and communicate ideas and instructions to and from zoo staff.

#### **ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:**

- Courteously and safely assisting zoo departments with maintenance and grounds needs.
- Planting, seeding, pruning, weeding, mulching, fertilizing, watering, mowing and the trimming of trees, shrubs, gardens and turf as needed with the use of loppers, hand saws, push lawn mower, weed eaters, etc.
- Maintaining the order and neatness of exhibit and guest space.
- Setting up hoses and sprinklers in and around animal exhibits.
- Using vehicles, shovels and rakes to move materials including slag, woodchips and snow.
- Installing, replacing and repairing tree guards in and around animal exhibits.
- Working with contractors, as needed, on pest control, irrigation, tree removal and other grounds projects.
- Operating automatic and standard shift vehicles, hand held and/or power tools and equipment, occasionally heavy equipment and hazardous chemicals safely.
- Communicating regularly using a hand held radio.
- Adhering to all safety policies and procedures as prescribed by Binder Park Zoo, OSHA and MIOSHA.
- Maintaining all tools, equipment, safety devices, and vehicles to ensure proper function and use.
- Relating positively with diverse groups of people (guests, staff and volunteers).

#### **OTHER DUTIES AND RESPONSIBILITIES:**

- Complying with all Binder Park Zoo policies and procedures.
- Participating in team-oriented zoo projects as needed.
- Assisting with maintenance and grounds safety logs, preventative maintenance logs, and work orders.
- Participating in zoo committees pertinent to maintenance and grounds responsibilities for the zoo's mission.
- Assisting in training seasonal zoo physical plant staff.
- Keeping the Facilities Manager informed of the status of facilities and equipment regularly.

#### **SUPERVISORY RESPONSIBILITIES: N/A**

#### **PHYSICAL AND ENVIRONMENTAL DEMANDS:**

- Ability to work a flexible schedule including evenings, weekends and holidays.
- Ability to read, speak and write English in order to fulfill job functions in an understandable way.
- Ability to work outdoors in all weather conditions.
- Ability to maneuver stairs, climb ladders, trees and any other high work places using applicable safety procedures.
- Ability to regularly lift and carry 50 pounds.
- Ability to stand, walk, stretch, bend, reach, climb, and/or balance for extended periods of time.

**APPROVAL:**

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date

**STATEMENT OF UNDERSTANDING AND ACCEPTANCE:**

I have received a copy of the job description for Maintenance and Grounds Specialist. I have read the requirements as outlined and understand this is not an exhaustive list of duties, but an overview of the general duties and responsibilities of the position.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

Binder Park Zoo offers employment opportunities, education programs, and services without regard to race, color, religion, national origin, disability, age, height, weight, marital status, gender, sexual orientation, or gender identity.