



## **Grounds and Building Maintenance Technician - Farm**

The Wheeler School is seeking a Buildings and Grounds Maintenance Technician for our Farm Campus in Seekonk, MA. This is a full time, non-exempt position, assigned to the Operations Department responsible to the Director of Campus Facilities on our Farm Campus. The Farm Campus is a 120-acre property with several small buildings, athletic fields, tennis courts, running track, swimming pool, field house, challenge course, landscaped areas, lawns, forested areas, and trails. This is a “hands-on” position performing daily grounds and facility maintenance services along with other staff members.

### **Primary Job Responsibilities**

- Identify various types of maintenance needs that require attention
- Perform general cleaning, floor maintenance, and simple building maintenance tasks
- Perform landscaping services including but not limited to:
  - mowing, trimming, weeding, mulching, planting
  - athletic field line painting and field layout, game preparations
  - baseball infield maintenance of clay areas, home plate, pitcher’s mound
  - cleaning of field areas including litter and trash
  - trail maintenance and tree trimming
  - clearing of tennis courts, walkways, and parking lot of leaves, litter, and debris
- Clear and remove snow from walkways and parking lots
- Ensure all safety systems are functioning properly, including smoke and carbon monoxide detectors, fire extinguishers, and emergency lighting
- Maintain records of any work and inspections done on-premises
- Account for inventory of repair supplies used
- Respond to and complete the supervisor maintenance requests

### **Job Requirements**

- Be available off-hours to respond to emergency management tasks
- Recognize that every day is different and necessitates different job duties
- Work is performed primarily outdoors, depending on the assignment
- Physical activity, such as lifting heavy objects, climbing ladders and stairs, walking long distances and standing for extended periods of time is very common
- Ability to work collaboratively and in teams when necessary
- Operate mowing equipment, aerators, line markers, power equipment, hand tools, hand mowers, trucks, plows, snow blowers, generators, and leaf collectors
- Visually inspect, detect and correct safety hazards that are potential liabilities
- Be a first responder to crisis management situations that may arise including fire, chemical spills, active shooter, power outages, and weather related emergencies

- Be familiar with applicable school policies and procedures and ensure compliance
- Perform other related duties as assigned by the Supervisor
- Must have a valid drivers license
- Understanding of the tools and equipment required to do the tasks required of this position
- Willingness to work outdoors in inclement weather
- Willingness to work overtime and responding to after hours emergencies

### **Qualifications**

1+ years experience in grounds maintenance and landscaping; knowledge of turf management, tree care, fertilization, and seeding is a plus; willingness to learn to operate more specialized mowing and loading equipment is a necessity; the successful candidate will demonstrate a strong desire to continually improve their skills in all aspects of the job.

To learn more about Wheeler, please visit [www.wheelerschool.org](http://www.wheelerschool.org), and our [Careers](#) page.

**How to Apply:** Interested candidates should send a cover letter and resume to Keith Estey at [KeithEstey@wheelerschool.org](mailto:KeithEstey@wheelerschool.org) and cc [careers@wheelerschool.org](mailto:careers@wheelerschool.org).

### **Statement on Diversity and Cultural Competency At Wheeler**

We actively seek students, faculty, and staff from diverse backgrounds in the belief that a broad range of experiences and viewpoints enhance learning, enriches life on campus, and better prepares us all for full participation in a pluralistic, democratic society. We seek to further the overall diversity and cultural competency within our community through hiring.

*The Wheeler School is committed to a policy of nondiscrimination and equal opportunity for all employees and qualified applicants without regard to race, color, religion, sex, sexual orientation, gender identity or expression, age, national origin or disability, and any other category protected by federal, state or local law.*