

## **Horse Park of New Jersey Job Description**

**Job Title:** Maintenance II A

**Reports to:** Park Manager

**Job Summary:** This position is ideal for candidates looking for an entry level position looking to advance their career in facility or park maintenance. Maintenance II A shadows Park Manager and Maintenance II duties. This position focuses on learning and performing arena maintenance, buildings and grounds maintenance and all types of repairs.

**Qualifications:**

- Manually lift up to 50lbs
- High school diploma or equivalent
- Valid motor vehicle license

**Physical Requirements/Environmental Conditions:**

- Requires physical exertion and manual labor including but not limited to; lifting, carrying, pulling and pushing.
- Requires kneeling, bending, climbing and reaching.
- Must work indoors and outdoors.
- Must work in conditions where there may be fumes and dust.

**All Employees are expected to:**

- Report to work at their scheduled time
- Fill in daily time sheets
- Work weekends and some evening shifts
- Use proper safety equipment

**Responsibilities:** Employees will learn and perform the following. Other duties may be assigned.

- All aspects of buildings and grounds maintenance. Building systems include alarms, HVAC, announcing system and water softeners. Janitorial, landscaping, lawn care and minor repairs and/or installation in electrical and plumbing.
- Horse arena care including watering and being able to proficiently operate all grooming equipment
- Cleaning stalls and manure bins
- Operate all tractors and equipment/implements
- Basic mechanical knowledge; perform routine maintenance on tractors and other equipment
- Identify items and services to be placed on a show/event invoice.

**Terms of Employment:** At will. Part-time seasonal. 36 hours a week dependent on work load. Some overtime available.