Seasonal Worker - Facilities (Arboretum - 2016)
Position Title: Seasonal Worker
Department: Administration - Facilities

Objective
The Holden Arboretum / Cleveland Botanical Garden is recruiting for a seasonal worker to assist our Facilities Department in the construction and maintenance of irrigation systems, buildings, out buildings, fences, etc. The season also will assist with preparation of special events and programming. Performs other tasks as required.

Supervisor
- Manager of Facilities and Maintenance
- Works with Construction Technicians
- Works with Maintenance Technician

Work Location
- The Holden Arboretum – Kirtland, Ohio – less than 30 miles east of Cleveland.
- Encompassing more than 3,600 acres of cultivated gardens, woody plant collections and natural forested areas
- The Holden Arboretum / Cleveland Botanical Garden recently integrated, making the organization the 13th largest public garden in the U.S.

Responsibilities (include, but are not limited to)
- Performs/assists with interior and exterior maintenance of buildings, rentals and out buildings
- Performs/assists with plumbing, mechanical and electrical repairs on structures
- Performs/assists with preparation and painting facilities and equipment, both indoors and outdoors.
- Assists with grading of parking lots, trails and other road repairs
- Assists with tent erection and dismantling for special events and programs
- Performs/assists with irrigation repairs and maintenance
- Performs other tasks as required.

Qualifications
- Ability to work within a team, as well as independently
- Attention to detail
- Self-motivated
- Speak, write and understand English
- Use of hand and power tools
- Independent decision making
- Work independently as well as with others

Requirements
- Must pass a criminal background check and substance screening
- Acceptable driving record (3 points or less)

**Physical Demands**
Must be able to perform with or without reasonable accommodation
- Physically fit to perform various tasks in all weather conditions
- Stand and/or sit for extended periods of time
- Effective vision and hearing
- Hand and arm dexterity
- Walk and work on wet, uneven, slippery terrain
- Regular lifting and carrying up to 50 lbs.
- Kneeling, bending, stooping, grabbing and reaching
- Climb, reach, pull, push, grab

**Work Environment**
- Work outdoors in temperature ranges typical for Northeast Ohio
- Work in and around poison ivy, poison sumac, water, mud, brush and stinging insects
- April through October (Flexible starting & ending dates)
- Full time – 40 hours per week

**Wages**
- Candidates with no or minimal experience start at $8.50
- Candidates with relevant experience start at $9.00 and up
- Thirty-(30) and sixty-(60) day performance appraisals

**Apply**
Review of applications with begin immediately and continue until the positions are filled.

Qualified applicants should submit a resume online:
[https://home.eease.adp.com/recruit/?id=15138991](https://home.eease.adp.com/recruit/?id=15138991)

Posting Date: February 2016
Closing Date: Until filled

The Holden Arboretum/Cleveland Botanical Garden is an Equal Opportunity Employer committed to hiring a diverse and skilled workforce. We seek skilled, knowledgeable and experienced individuals to join our staff and enhance our reputation as one of the country’s foremost arboreta.