

Position Purpose Performs a variety of seasonal maintenance tasks within an assigned department, division or work unit. Ensures work quality and adherence to established policies and procedures.

Principal Responsibilities/Duties/Functions/Tasks

- Assist with mowing and edging.
- Assist with leaf removal.
- Assist with trash removal.
- Assist with watering and weeding tasks.
- Operate and maintain equipment and tools assigned to various tasks.
- Assist trades and events teams when assigned to those tasks.

Supervisory Responsibility - None

Position Type, Expected Hours of Work, Travel

This is a full-time position, and regular hours of work and days are Monday through Friday, 8:00 a.m. to 5 p.m.; however, this position can regularly require long hours and occasional weekend work. Local daytime travel may be required.

Flextime is a work schedule arrangement that may or may not be appropriate for this position.

Work Environment

The work characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Employees may be exposed to moving mechanical parts, odors, dusts, poor ventilation, extreme temperatures, inadequate lighting, intense noises, gases, vibrations, chemicals, oils, and workplace restrictions. Employees will be expected to perform manual labor tasks in extreme weather conditions.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to see, talk or hear. The employee frequently is required to stand, walk, climb, balance, stoop, kneel, crouch, push, pull, and lift. Positions require use of hands to finger, handle or feel; and reach with hands and arms and may use repetitive motions.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.

Special Position Requirements

- Employee must maintain current Texas Driver's License and auto-related liability insurance.
- Possession of, or ability to obtain, an appropriate certification or license may be required depending on assignment.

CENTER FOR BOTANICAL EXPLORATION & DISCOVERY

- Employee is required to undergo a physical exam to assess whether the person is able to perform the duties of the position with or without accommodation.
- Due to consideration for safety, the job responsibilities for this position may require a drug screening test to be carried out in compliance with applicable state and federal law.

Required Education and Experience

- High School diploma/GED and three years of grounds maintenance and /or construction experience.
- Knowledge of operation and maintenance requirements of power-driven equipment and a variety of manual tools.
- Knowledge of proper techniques and uses of a variety of hand and power tools and machinery with ability to operate various tools, assigned equipment, and heavy equipment.
- Experience in maintenance and grounds keeping tasks.
- Knowledge of occupational hazards and standard safety practices.
- Experience interpreting and explaining policies and procedures.
- Knowledge of general departmental policies and regulations.

Additional Eligibility Qualifications

- Organized with ability to manage time, and plan and prioritize work
- Ability to communicate clearly and effectively, both orally and in writing and understand oral and written instructions.
- Physically able to perform strenuous manual labor tasks related to assigned responsibilities

AAP/EEO Statement

BRIT is committed to a policy of equal employment opportunity. See Employee Handbook for detailed policy.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.