



POSITION AVAILABLE

GROUND S KEEPER III / GROUND S MANAGER

11/2020

The Buffalo Zoo is looking for a **Grounds Keeper III / Grounds Manager** responsible for helping to supervise groundskeeper work and coordinating the day-to-day maintenance of the Zoo's horticultural collection and grounds. These responsibilities are in addition to the regular responsibilities of a Groundskeeper III.

Requirements:

Education (Minimum Needed):

- Two-year degree in Ornamental Horticulture or related field, CNLP designation preferred.
- Pesticide Applicator Certification preferred.
- Natural pest control training preferred.
- Irrigation training preferred.

Experience (Minimum Needed):

- Demonstrated proficiency in all appropriate/required power equipment operation.
- Five (5) years related experience, including minimum of 2 years of supervisory experience as well as daily and annual scheduling experience. Knowledge of zoo operations preferred.
- Pesticide, natural pest control, and irrigation experience preferred.
- Must be highly motivated in the institutional goals of providing an aesthetically pleasing/safe environment for our guests, animals, and employees.
- Must be able to inspire the department to achieve a constantly higher standard of excellence and organizational performance.
- Must be able to effectively work with and earn the respect of co-workers.

Essential Functions:

Assists in overseeing and carrying out the day-to-day operation of the Grounds Department, including but not limited to:

- Allocating full-time grounds staff and seasonal employees to accomplish the tasks needed on a given day.
- Planning and making horticultural displays, exhibits, and public area landscapes.
- Supply inventory and ordering including first aid supplies.
- Reporting (in writing and verbally); budgeting and completing accounting paperwork; work planning and scheduling.
- Plant/tree collection planning.
- Horticultural and arboreal work/maintenance.
- General grounds cleaning and sanitizing.
- Seasonal work (leaf collection, snow removal, storage, etc.).
- Assisting in coordination of special events, programs, and rentals relating to the grounds and buildings in a timely fashion.
- Maintaining equipment and rentals.
- Identifying safety concerns and making recommendations to ensure safety.
- Writing and revising applicable standard operating procedures.
- Participating in horticultural associations.
- Training Groundskeepers (and others as needed).
- Communicating to Director of Facilities and Construction any concerns regarding staff.
- Facilitating interactions between the Grounds Department and other departments.
- Acting as Grounds Department contact and supervisor in absence of Director of Facilities and Construction.

Grounds Keeper III / Grounds Manager Job Posting

- Must have a valid NYS Driver's License (non-CDLC or CDL class) and have an average or better driving record based on the evaluation process of our insurance company.
- TB Test Conducted Annually.
- Must be able to work weekends, holidays, and approved overtime as necessary.
- Performs other duties as assigned by the Director of Facilities and Construction.

Physical Demands

- Able and willing to perform sustained work of a physical nature, that may require heavy lifting.
- A fitness for duty test will be required in order for the successful candidate to be given further consideration for the position.

Benefits / How to Apply

Benefits available include health plan, life insurance, dental, vision, 403B pension plan, annual leave time, holiday time, and sick time benefits. Benefits are available after the successful completion of a probationary period of 60 days of work.

This is a full-time CSEA Non-Exempt Union hourly position. Starting pay will be \$20.85 per hour (85% of full Grounds Keeper III rate of \$23.65 plus manager rate of \$.75 per hour during probation).

Please submit resume outlining education and experience by December 11, 2020 to (no phone calls please):

Noah Furmanek, Director of Facilities and Construction:

nfurmanek@buffalozoo.org

The Buffalo Zoo is an At Will employer and all Buffalo Zoo employees are subject to employment eligibility and background security checks as well as testing for illegal substance use as allowed by law.

Equal Opportunity Employer