



## POSITION AVAILABLE

### ***GROUNDS KEEPER I***

12/2021

The Buffalo Zoo is looking for a **Grounds Keeper I**. This is a full-time CSEA Non-Exempt Union hourly position.

**Grounds Keeper I** is responsible for landscape, horticulture, custodial/janitorial duties and functions as necessary to meet operating needs with a high degree of efficiency and independence to maintain performance standards throughout the Zoo grounds. The Grounds Keeper I must have the ability or the ability to learn the use of mowers, edgers, trimmers, chainsaws and other landscape equipment that pertains to the work. The ability to drive vehicles, skid loaders, and tractors and similar vehicles is also necessary for this position.

#### **Essential Duties and Responsibilities:**

- Installation, removal, and maintenance of Zoo landscape and turf to include all plant material and turf in public areas, animal exhibits, and behind the scenes areas including but not limited to: planting, fertilizing, weeding, mowing, trimming, pruning, raking, debris removal, integrated pest management, irrigation, and customer service, etc. Duties extend to both interior and exterior of Zoo buildings.
- Follow and complete daily/weekly watering schedules for plant collections.
- Daily observation of plant collections to look for signs of disease and pest, treat as directed.
- Assess and report needs of plants and grounds areas.
- Be able to identify and care for plant species appropriately on grounds and just outside the perimeter fence.
- Propagation of plants by cuttings, seeds, divisions of plants as assigned.
- Maintains the year-round cleanliness of all paved surfaces and landings including trash/litter removal, debris/leaf removal, removing snow/ice from sidewalks, driveways, and parking areas, using snowplows, snow blowers, and snow shovels, and spread snow melting chemicals.
- This position is a member of the Buffalo Zoo's emergency weather team, and could be required to work on days the Zoo might be closed due to weather.
- Must be able to operate all lawn/garden/grounds equipment including but not limited to pruners, mowers, edgers, string trimmers, chainsaws, blowers, skid loaders, pick-up trucks, dump trucks, street sweeper, snowplows and tractors.
- Assist with preparation of Zoo grounds for special events including but not limited to: assisting with table/chair setups and breakdowns for promotions and/or special events.
- Routinely cleans and stocks interior of buildings and restrooms as well as providing trash and litter pickup throughout grounds daily.
- Cleaning duties may include but are not limited to: completing the janitorial and housekeeping tasks necessary for daily operation of Zoo facilities including washing windows, disinfecting, sweeping, mopping, vacuuming, wiping, scrubbing, cleaning up spills with appropriate equipment, and cleaning utilizing commercial equipment where necessary. Operate floor cleaning machines as directed.
- Performs pre-start maintenance checks on vehicles and power equipment to ensure safe operation and reports deficiencies according to established procedure.
- Complete assigned Work Orders.
- Maintain a clean safe and organized work environment and follow all safety protocols
- Must be able to recognize and report hazards.
- Must support Buffalo Zoo's Vision, Mission and Core Values.
- Actively participate in trainings and activities aimed at improving job knowledge and safety.
- Ability to respond to common inquiries, requests or complaints from guests and/or staff in a kind and courteous manner.
- Must be able to communicate with guests and staff clearly and effectively.
- Must be able to operate a computer, two-way radio, telephone system, and software on computer, printer, etc.
- Performs other duties/tasks/projects as assigned by the General Curator or their designees.

#### **Qualifications, Education, and Experience:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- Minimum 18 years old.
- Must be able to work both as part of a team and independently. Must be able to maintain effective working relationships with other employees and the public.
- Must have the ability to work flexible hours, including weekdays, weekends, holidays and evenings.

- 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.
- Participate in pre-employment and employment TB Tests conducted annually.
- Minimum Education - This position requires a high school diploma or equivalent. Knowledge of plants, horticultural practices, procedures, and principles including installation and maintenance of landscape material and turf preferred. Associate Degree in Horticulture or similar is recommended.
- Minimum Experience - Demonstrable experience in basic grounds maintenance duties including lawn mowing, weed trimming, planting, plant knowledge/care, pruning, janitorial/custodial tasks, and snow removal, preferred. Demonstrable ability to operate all lawn/garden equipment, tractors, skid loaders, snowplows. preferred. Knowledge of irrigation systems is not required but is helpful.

### 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

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

This is a full-time CSEA Non-Exempt Union hourly position. Starting pay will be \$16.18 per hour which is 85% of full rate (\$19.04) during probation. After probation, rate increases to 90% of full rate which would be \$17.14. After 1 year, full rate is awarded.

**Please submit resume outlining education and experience to: [zooapplications@buffalozoo.org](mailto:zooapplications@buffalozoo.org) (no phone calls please). Position open until filled.**

*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**