



## GROUNDSCKEEPER & GENERAL MAINTENANCE

**Summary:** This is a perfect job for someone who loves nature and working in a beautiful outdoor environment. It is your job to maintain Pine Rose Cabins 5 acres of forested property with ponds & streams, hiking trails, play and rest areas. This job is never boring as your job changes according to the seasons. Have fun adding your own flare and enhancing all the fun things Pine Rose has to offer.

### GENERAL GROUNDSCKEEPING

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#### SUMMER

- Assist Event Set-up if needed
- Maintain Wedding Site
- Maintain Ponds & Stream
- Maintain Pine Rose Trails & Common Areas

#### FALL

- Gardening: Happens in november, Daffodil planting, Rose pruning, winterizing garden hose timers
- Winterize all watering systems

#### WINTER

- Snow Removal: See attached snow removal document.
- Assisting Maintenance: This is the slowest time of the year, minimal wedding & menial pond & stream work.
- Christmas Decor: Right after Thanksgiving you will help coordinate decorating the site and assist with the decorating of the cabins.

#### SPRING

- Clearing winter debris & heavy gardening
- Lighting: Check, fix and replace lighting (all outdoor lighting excluding cabin market lights)
- Trails: Regrade trails, check signage
- Common Areas: Spruce up the play/rest areas (hammocks, picnic table, swing, wood chairs, exedra)
- Tree & Bush Trimming

#### YEAR ROUND

- Gardening: Maintain gardening, fall & spring, planting, watering year round (winter only when dry)
- Always Raking picking up leaves & debris

### POND & STREAMS

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#### SUMMER

- Stock Mosquitofish
- Maintain enzymes
- Check water clarity
- Watch water flow
- Removing debris if needed
- Maintain plants etc.

#### FALL

- Eradicating the invasive plants,
- Removing or trimming back other plants if needed. clearing all the debris.
- Slowly start adding cold weather enzymes.
- Maintain input swells.
- Cut back water flow.
- At the end of fall when it gets cold we pull fish food off the shelf in the lobby.

#### WINTER

- Maintain access to pumps.
- After big rains check water flow and swells.
- During storms make sure there are no snow/ice berms
- Fix storm damage and remove storm debris.

#### SPRING

- Spring cleaning removing winter debris.
- Add summer enzymes.
- Weed out baby cedars or anything other plants that can be evasive.
- Increase water flow after the snow melt is completely gone.
- Pull out lights to clean and order needed replacement.

#### YEAR ROUND

- Maintain pond & stream pumps, debris removal, maintain water levels, exposed tarps and rock placement.
- Daily duties (pump check, water levels, walk the entire stream, visual check & fix, etc)

### HOURS & PAY

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- Full Time, Year Round
- Monday - Friday, Some weekends
- 8 hours day shifts
- Starting Pay \$17 - \$19 D.O.E.