

THE MOUNT

EDITH WHARTON'S HOME

Grounds Care Assistant – Seasonal (July – November)

Supervisor: Grounds Superintendent

Overview:

Assist in the maintenance and care of a 50-acre estate/house museum

Responsibilities:

- Mow and edge lawns
- Operate vehicles and powered equipment
- Use hand tools, such as shovels, rakes, pruning saws, saws, hedge or brush trimmers
- Gather and remove litter
- Maintain structures, such as buildings, greenhouses, fences, or benches, using hand or power tools
- Provide proper upkeep of sidewalks, driveways, parking lots and other grounds features
- General building maintenance
- Assist setup and breakdown of weddings and special events
- Assist with parking for events as needed
- Other duties as assigned

Necessary Knowledge, Skills and Abilities:

- A positive work attitude
- Ability to work well with a team
- Flexible with the ability to multi-task in a highly demanding and sometimes stressful environment
- Able to receive constructive feedback in any given situation

Special Requirements:

- Must be 17 years of age or older
- Must be familiar with hand and power tools
- Must be able to work in all weather conditions
- Weekend, evening and holiday work may be required

Physical Demands:

The employee is regularly required to sit and stand; push and pull with force. The employee is occasionally required to climb and stoop; reach with hands and arms; use hand to finger objects and controls. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision and peripheral vision; reading of written, printed, or computer screen data.

To Apply:

E-mail, mail, or send resume with cover letter to: info@edithwharton.org, by e-mail; or by mail: Attn: Tammy Walger, The Mount, P.O Box 974, Lenox, MA. 01240; or by fax to 413-637-0619.

The Mount is an equal opportunity employer.