

## Job Description

**Position:** Maintenance / Landscaping

**Reports To:** Campus Director/ Maintenance Personnel

### **Duties and Responsibilities:**

- Responsible for always smiling and keeping an upbeat attitude!!
- Pick up around inside of campus building (trash, papers, spills, etc.)
- Pick up around outside of campus building.
- Check all trash barrels and bottle barrels (empty when necessary). (Put in new bags if necessary).
- Check locker rooms for cleanliness & supplies. (Toilet tissue, paper towels, etc. are located in a closet behind the stage)
- Straighten and set up outside patio furniture around backside of campus.
- Sweep or blow off living quarter deck areas.
- Sweep or blow off mini golf greens.
- Sweep walkways, including back brick walkway.
- Clean windows, glass doors, computer screens of children's finger prints, etc.
- Sweep off Shuffleboard Courts.
- Water plants. (front and back of campus building)
- Sweep basketball court.
- Check & clean bath house by Gazebo.
- Empty used cup trash bags by water containers around campus.
- Check playground equipment (screws, bolts, etc.).
- Weed front area of campus building and back area around plants.
- Mow lawns.
- Weed whack various campus areas.
- Pick up around the yurt camping area.

**\*\*Cleaning supplies are located in the supply closet behind the stage. If in need of direction, please contact maintenance personnel or the Campus Director.\*\***