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## **Job Description**

### **Basic Purpose:**

We are seeking a reliable individual that will primarily be responsible for maintaining mechanical systems and providing custodial type tasks for our new 26,000 sf Ocean EcoCenter building and visitor center. This will include scheduled maintenance, cleaning, and overall general upkeep. The schedule is Wednesday – Sunday, Full Time with exceptional benefits, PTO, and work environment. This position is also responsible for working as part of the Operations and Maintenance department to provide general operations and maintenance of all facilities including buildings, exhibits, signs, displays, nature trails, plant nurseries and grounds. Responsible for minor repairs to facilities and equipment. The Operations Technician is supervised by the Operations Manager.

### **Job Responsibilities:**

- Support the mission of Florida Oceanographic – To inspire environmental stewardship of Florida’s coastal ecosystems through education, research, and advocacy.
- Perform routine preventive maintenance on equipment, facilities and buildings including changing filters, periodic running of generators and painting exposed exterior and interior surfaces. Perform routine waste disposal including trash and recycle waste.
- Perform minor repairs to broken or damaged equipment, buildings, facilities including exhibits and nature trails. Perform daily surveys of nature trails and repair and maintain all trails for safe visitor passage.
- Clean restrooms, mop floors, power washing, dust exhibits, general cleaning, maintain supplies.
- Maintain clean and safe areas including storage of all materials, equipment and supplies. Maintain adequate supplies for routine maintenance and repair.
- Assist with keeping a good appearance to all landscape and grounds including mowing grass, weeding and cultivating landscape around buildings and facilities.
- Supervises and works alongside volunteers engaged in maintenance, repair and operations work.
- Ability to be flexible on priority work tasks and available weekends and after hours on occasion.
- Perform other tasks as assigned by the Operations Manager or the Director of Business and Operations.
- Must be reliable, punctual, positive can-do attitude, flexible, pass a criminal background check, possess excellent inter-personnel communication skills, and a sense of humor is a plus!

### **Qualifications:**

Minimum high school degree and 2 years experience in operations and maintenance. Basic plumbing and carpentry knowledge required. Able to lift 50 pounds and operate vehicles, equipment and machinery. Florida driver’s license required.

CANDIDATES MUST COMPLETE EMPLOYMENT APPLICATION HERE:

Job Type: Full-time

Pay: \$15.00 - \$18.00 per hour

COVID-19 considerations:

Florida Oceanographic Society adheres to COVID-19 safety practices and guidelines per CDC, local, and state legislature.

