



Position Description

Position Title: Maintenance Technician
Department: Operations
Reports to: Operations Manager

Organizational Description

Naples Botanical Garden is a 170-acre world-class paradise, featuring the flora and cultures of the tropics and sub-tropics between the latitudes of 26 degrees north and 26 degrees south, including Brazil, the Caribbean, Southeast Asia, and Florida. The Garden's mission is to connect people and plants through display, education, conservation, and science. The Garden's hands-on interactive Smith Children's Garden, along with 90 acres of beautifully restored native habitats, formal Gardens, walking trails and public programming offer education and enjoyment for people of all ages. Naples Botanical Garden is a 501(c)3 organization.

Position Summary:

This position is a full time seasonal position. The selected candidate for this position must have a minimum of 1 year of experience working in the janitorial field or working in the commercial cleaning industry. This position is responsible for closing the garden facilities on a nightly basis. This is a part time seasonal position with weekends required. Pay rate is competitive with the local market and based on the experience of the applicant.

Primary Duties and Responsibilities

- Perform hourly janitorial maintenance services for all garden restrooms, picnic tables, pathways, buildings, and garden benches.
- Maintain clean status of all garden trash, recycling cans, windows, and signage throughout the gardens and garden facilities.
- Perform daily or nightly cleaning services for buildings including; dusting, vacuuming, mopping, and emptying of trash cans in offices, restrooms, and common areas.
- Maintain stock of all cleaning supplies needed for restrooms and other facilities.
- Provide logistic support for garden staff by delivering packages and moving items when requested.
- Assist operations staff with set up and break down of both rental and internal garden events. Provide assistance to operations management with janitorial supply inventories.
- Assist with other facilities maintenance related task when required.

Requirements and Qualifications:

- Minimum 1 year of experience in the janitorial field or commercial cleaning industry.
- Evenings, weekends, overnight shifts, and holidays are required.
- Good communication skills, able to speak, read, and write in English.
- May stand for long periods of time. Walk and inspect property. Work in extreme temperatures and dirty environment. Lift and carry objects up to 60 pounds on a regular basis.
- Able to drive a vehicle or golf cart.
- Possess a valid Florida driver's license with an acceptable driving record. Must maintain an acceptable driving record for this position.
- Performs other duties as assigned and required.
- Pre-Employment background check required

To Apply: Please provide a resume and contact information by email to employment@naplesgarden.org. To find out more about Naples Botanical Garden, please visit our website at www.naplesgarden.org. Naples Botanical Garden is an Equal Opportunity Employer and has a long-standing policy of employment and advancement based solely upon qualifications to perform the essential elements of a position without regard to race, color, religion, sex, sexual orientation, age, national origin (ancestry), or disability.