



Position Description

Position Title: Maintenance Technician

Department: Operations

Reports to: Assoc Director of Operations

Organizational Description: The Naples Botanical Garden (NBG) connects people with plants at our world-class living paradise, featuring 170 acres of amazing gardens designed by some of the world's most distinguished tropical landscape architects. Visitors of all ages find inspiration in our numerous gardens, our feature exhibits, and our educational programs via our focus on the flora and cultures of the tropics and subtropics between the latitudes of 26 degrees north and 26 degrees south, including Brazil, the Caribbean, Southeast Asia and Florida. Since our founding in 1994 by a visionary group of local plant enthusiasts and the extraordinary generosity of Harvey Kapnick, Jr., who purchased the land we occupy, NBG has become one of the most important destinations in Southwest Florida. And, as a 501(c)3 non-profit organization, we are thankful for the ongoing support from many amazing individuals and families who have provided the capital gifts which have transformed a thoughtful vision into a blooming reality.

Position Summary: This position is an integral part of the Operations Team. This position is a facilities and events maintenance position with an emphasis in set-ups, breakdowns, and facilities maintenance. This position is responsible for paths, operating systems, building maintenance, and staff support on a daily basis. This is a full time position with weekends required.

Primary duties and responsibilities:

- Opening and preparing the facility for daily activity.
 - Building maintenance such as; painting, path fixes, lighting, and facility repair.
 - Pressure cleaning of paths and buildings.
 - General carpentry, plumbing, drywall, and fabrication duties.
 - Basic air conditioning maintenance such as filter replacement and condensate line evacuation.
 - Undertake activities of facility pest control; ants and small animal removal.
 - Provide support for all garden staff.
 - Set-up, during duties, and break down of rentals and garden events.
 - Assist with other facilities maintenance related tasks when required.
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Requirements/Qualifications:

- Trade school completion, and/or 2 years of experience in garden operations or facilities maintenance or equivalent.
- Minimum of 2 years of hands-on field experience
- Basic machinery operation.
- Working knowledge of tools.

- Problem solving skills.
- Good computer skills including MS Office (word, excel, etc.), Outlook, and web browsers.
- Weekends and holidays are required.
- Excellent communication skills, both written and oral.
- May stand for long periods of time. Walk and inspect property. Work in extreme temperatures and dirty environment. Lift and carry objects up to 50 pounds. Drive vehicle or cart.
- Possess and maintain a valid Florida driver's license and have an acceptable driving record.
- Pre-Employment background check required

To Apply: Please submit 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.