



**Groundskeeper
Mill Neck Family of Organizations
Job Description**

Job Title: Groundskeeper

Department: Facilities Department

Reports To: Director of Facilities

Status: Full-time

FLSA Status: Non-exempt

The Mill Neck Family of Organizations is a Lutheran faith based organization which serves all God's children. It is made up of a group of nonprofits, including Mill Neck Foundation, Mill Neck International, Mill Neck Manor School for the Deaf, Mill Neck Services, Mill Neck Interpreter Services and Lutheran Friends of the Deaf. Mill Neck Manor School for the Deaf is a secular school. Each organization is dedicated to creating a world in which Deaf and Hard of Hearing individuals are included, empowered, celebrated and embraced as equals through quality education, employment, audiological and spiritual programs and services.

Scope

As a groundskeeper you will be responsible for maintaining the grounds during all seasons. The range of duties includes lawn care, leaf and snow removal using a variety of tools, equipment and chemicals under the direction of the Director of Facilities.

Duties/Responsibilities:

- Maintaining landscaping across 86 acres of the Mill Neck campus.
- Maintains lawns, trees, shrubs, flowers, parking areas, walkways, and driveways.
- Fertilization of lawns, trees, shrubs and flowers, and spreading mulch.
- Trimming trees, hedges and shrubs, and prevention and elimination of weeds.
- Operating and maintaining hand tools, power tools, and landscaping equipment.
- Removal of snow by using a shovel, snow blower, or plow.

Required Skills/Abilities:

- Proficiency in American Sign Language preferred or willingness to learn
- 1+ years grounds keeping or related experience
- Valid driver's license (CDL Preferred but not required)
- Ability to follow instructions
- Physically agile and able to lift over 10 pounds

Education and Experience:

- High School diploma or GED required

Work Environment

Busy, fluid, multiple sub-organizations/departments office and education campus environment. Flexibility to work longer hours as needed to meet the needs of the company.

Additional Information

Mill Neck Family of Organizations is a drug free workplace.

Equal Opportunity Employer/Protected Veterans/Individuals with Disabilities. Please view Equal Employment Opportunity Posters provided by OFCCP at <https://www.dol.gov/ofccp/regs/compliance/posters/ofccpost.htm>

How to apply:

Please apply by sending your resume to careers@millneck.org and listing the position you are applying for in the subject line. Please be sure to note your salary expectations. We'd love to hear more about you and your passion for our company so please feel free to send a letter, video, comic monologue, or whatever best showcases you. Thank you for your interest in working with us!

As a new Groundskeeper your performance will be evaluated at 3 months, 6 months and 1 year and at 1-year intervals thereafter.

Employee Name (print)

Signature

Date