General Maintenance (seasonal)

Gould Academy is looking for 3-5 general maintenance, semi-skilled people to assist the facilities department this summer working on many projects including mowing, painting, grounds keeping, and minor construction. Must be able to work in teams and alone. These are full time, non-exempt roles (hourly) reporting directly to the Director of Buildings and Grounds from approximately June 6 through the end of August.

Essential Qualities of Employment
- Responsible and trustworthy; exhibits good judgement
- Possesses strong moral values that are aligned with Gould’s
- Adheres to policies and expectations articulated in the Employee Handbook and has a strong understanding of their roles (teacher, advisor, coach, community life duties) as stated in the Code of Conduct and Community Guide

Essential Duties and Responsibilities
- Operate a variety of shop machinery and equipment such as carpentry tools, lawn mower, weed whacker.
- Sand and paint interior and exteriors of campus buildings and homes.
- Climb ladders.
- Must be able to work alone while achieving goals as set by the supervisor.
- Ability to use timekeeping software to sign in and out for shifts.

Other Duties
This job description in no way states or implies that these are the only duties to be performed by this employee. He or she will be required to follow any other instructions and to perform any other duties requested by his or her supervisor.
- Assist in preparations for special events

Education and/or Experience
- Minimal experience necessary
- Must be a self-starter and able to perform work at the semi-skilled level with minimal supervision
- Must possess good communication and customer service skills
- Knowledge of safety rules, regulations and policies, and ability demonstrate understanding of such.

Certificates, Licenses, Registrations
- A cleared background check is required and must be successfully completed before employment can be offered or started.
Physical Demands
The physical demands are those needed to successfully fulfill the job duties and responsibilities articulated within the duties sections. It is essential to be able to meet the physical demands below; these physical requirements are not exhaustive and additional job-related physical requirements may be added to these by individuals on an as-needed basis. Corrective devices may be used to meet physical requirements as well as reasonable accommodations may be made for individuals with disabilities to perform the essential functions.

- Frequent lifting and carrying of 10-15 pounds
- While performing the duties of this position, individuals may frequently be required to stand, walk, sit or lay on their back for extended periods of time; use hands and fingers to handle or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; regularly required to talk and hear.
- Specific vision requirements for this position include close vision, distance vision, and the ability to adjust focus as required
- Must also have the ability to lift and/or carry up to 50 pounds safely
- Occasionally lift and/or move up to 75 pounds safely
- Occasionally sitting; less than 10% of any given day

Compensation and Benefits
This is a full time, non-exempt, hourly position for the summer.

To Apply
Qualified candidates apply for this position by creating an applicant profile online:

Click here to create an applicant profile

To learn more about Gould Academy visit Gouldacademy.org and look for our prospectus. If you prefer to apply by mail please contact Deborah Menezes, Director of Human Resources at 207-824-7797.

Equal Employment Opportunities
Gould Academy does not discriminate on the basis of national origin, race, creed, color, gender, disability, or sexual orientation in the administration of its educational policies, admission, financial aid, loans, hiring process, and other school programs.

Gould Academy’s mission is to prepare academically motivated students for college and to help them to become independent-minded, ethical citizens who will lead lives of purpose, action, excellence, and compassion in a dynamic world.