

Position: Canfield Swim & Tennis Club Maintenance & Grounds Manager

Season of Employment: This is a part-time position for a 1-season contract from May to September. CSTC is open from Memorial Day to Labor Day but additional hours are necessary prior to opening and after the closing of the club.

Education & Experience: Must be 21 years of age or older. Training equivalent to high school diploma required. Prefer candidates with significant knowledge and experience in grounds maintenance.

Position Summary:

Responsibilities include but are not limited to keeping facility and grounds clean and sanitary. Monitor and perform daily upkeep and repairs, notifying club manager when major improvements are needed. While the items listed may be detailed and specific, the general need is for hands-on maintenance and daily problem solving.

Pool: Install, maintain, and store pool hardware (diving boards, starting blocks, sprayers, etc.). Monitor/upkeep pool deck area for cleanliness and repair.

Grounds: Monitor grounds for areas in need of improvement or repair. Inspect and maintain basketball, volleyball, and playset areas. Perform daily check that facility is secure - fencing, locks, entryways, etc.

Tennis: Install, maintain, and store wind screens around tennis courts and roll clay courts 2-3 times per week.

Pay: This is an hourly position depending on level of experience. Hours scheduled can be flexible and would be coordinated with the club's manager. Approximate hours per week scheduled may range from 10-20 depending on the needs of the club.

Benefits: The Maintenance and Grounds Manager and his/her immediate family will have access to the pool and its facilities during operating hours without cost. This is not a membership and therefore excludes owning stock in the club and voting privileges. Current member, if awarded the position, will have their annual dues waived for 2018.

To Apply: Please fill out the application on the CSTC website below.

<http://www.canfieldswimclub.org/Employees.html>

Please send completed applications and resumes by Friday, February 23 to the following:

Canfield Swim & Tennis Club attn: Stephanie Ruark

PO Box 182, Canfield, OH 44406

OR attach via email vpadmin@canfieldswimclub.org