

**CUYAHOGA COUNTY
SOLDIERS' AND SAILORS' MONUMENT COMMISSION**

**ANNOUNCES THE FOLLOWING TEMPORARY SEASONAL PART TIME POSITION OPENING
FOR THE PERIOD OF MAY 1, 2017 THROUGH SEPTEMBER 16, 2017**

Groundskeeper

Soldiers' & Sailors' Monument Commission
Location: 3 Public Square
Cleveland, Ohio 44114

Reports to: Executive Director
Hourly rate: \$10.00
Hours: 28 per week is anticipated,
scheduling may vary weekly and will include
evenings, Saturdays, Sundays, Mondays and special
events

QUALIFICATIONS: A love of American History and the desire to assist in the preservation and maintenance of a nationally significant Civil War Monument and to teach the public about its importance.

REQUIREMENTS: Honorably discharged veteran; high school diploma or GED; prior experience working with the public; good communication skills including ability to conduct tours and engage the Public; basic computer skills (i.e. – Microsoft Office); ability to climb and work from a 15 foot ladder, operate and routinely maintain a lawnmower, snow blower, leaf blower, line trimmer, and various hand and yard tools; possess basic handyman skills including painting and gardening.

RESPONSIBILITIES: Under the direction of the Executive Director and the President of the Commission and working with the other Monument employees and volunteers to care for, clean, and routinely maintain the Soldiers' and Sailors' Monument; tasks include, but are not limited to: collecting and disposing of rubbish; mowing, weeding and trimming the lawns; laying out and installing flowers and designed gardens with weeding and care thereafter; watering and trimming of landscaping; removing snow and ice from the steps, esplanade and walkways; caring for, cleaning and maintaining the interior of the Monument, including the basement, first floor cabinets, glass storm doors, brass rails, bronze doors and grills, reliefs, busts, medallions and lighting fixtures; maintaining custodial supplies and equipment; handling retail sales; communicating by telephone and on-line; conducting tours and addressing inquires from the Public; all while safeguarding the Monument, its property and collections.

APPLICATION PROCEDURE:

Please submit resume, cover letter and copy of DD-214 or other proof of Honorable Discharge Certificate to:

Soldiers' and Sailors' Monument Commission
Attn: Tim Daley, Executive Director
The Rhodes House
2905 Franklin Blvd.
Cleveland, Ohio 44113

OR

tdaley@cuyahogacounty.us

ALL OFFERS ARE CONTINGENT ON PASSING A DRUG TEST AND CRIMINAL BACKGROUND INVESTIGATION

Resume must be received by 4PM on Friday, February 10, 2017

Equal Opportunity Employer – Smoke-free and Drug-free Workplace