

Job Description

Building Maintenance Worker - ZOO

1 FTE | POS #100010179

Direct Report	Zoo Working Foreperson	Grade	Gr- G \$22.28hr - \$31.10hr
Department	Buttonwood Park Zoo	FLSA	Non-Exempt
Division	Buttonwood Park Zoo	Bargaining Unit	Union
Date	January 2026	Location	425 Hawthorn Street

Homeland Security Emergency Status: Essential

Safety Classification – Safety-Sensitive Position

Summary

This position performs miscellaneous tasks and repairs on Zoo buildings, exhibits, and grounds, requiring journeyman skill in various areas.

Supervisory Responsibilities

Supervision Scope: This position has no formal supervisory responsibilities.

Supervision Received: This position receives general supervision from the Zoo Working Foreperson and/or designee.

Supervision Given: May supervise seasonal maintenance volunteers

Essential Function

Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

1. Performs miscellaneous maintenance and repair tasks on Zoo buildings, animal habitats, equipment and grounds including painting, plumbing, plastering, carpentry and other tasks.
2. Performs minor electrical work and trouble shooting.
3. Maintains grounds; cuts grass, trims shrubs and performs other grounds maintenance duties.
4. Receives, maintains and stores supplies.
5. Change light bulbs; replace HVAC filters.
6. Cleans exteriors of buildings including steps, walkways, windows, gutters and parking lots, and removes litter.
7. Keeps restrooms clean and stocked with supplies.
8. Mows and maintains open space areas around Zoo animal habitats including general landscaping.
9. Performs routine maintenance on lawn, power equipment and pumps.
10. Removes snow and ice.
11. Cleans and maintains Zoo vehicles.
12. Moves and sets up furniture and equipment; sets up for meetings and special events.
13. Maintains flags and flag poles, decorative banners, signs and seasonal decorations and lighting.
14. Opens, close, locks and unlock facilities.
15. Provides site security during operating hours. Checks locks to see that they are secure, checks gates, doors and perimeter fences.
16. Conducts routine safety inspections of dangerous carnivore enclosures and exhibit structures and perching, makes repairs as needed.
17. Maintains and cleans buildings and restrooms during operating hours.
18. Performs routine cleaning and disinfection of high touch areas throughout the zoo during operating hours.
19. Provides effective and efficient customer service and promotes and maintains responsive community and working relations.

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20. Performs related duties as assigned.

21. **This position is deemed essential personnel and must report to work during emergency situations.**

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the City of New Bedford and the employee and is subject to change by the City as the needs of the City and requirements of the job change.

Competencies

Communication Proficiency	Independent Judgement	Thoroughness & Attention to Detail
Observational Skills	Customer Service	Organizational Skills
Expert Reporting		

Education and Experience

- Graduation from high school or GED equivalent.
- Minimum of one (1) year of experience in facility maintenance.
- Any equivalent combination of education and experience.

Special Requirements

- Subject to Mandatory CORI (Criminal Offender Record Investigation)
- Possession of a valid Massachusetts driver's license and good driving record. Operates a motor vehicle on a regular basis.

Required Skills and Abilities

- The operation of tools and equipment used in building and grounds maintenance.
- Maintenance and operation of amusement rides.
- Following all necessary safety precautions in the performance of job duties.
- Work independently with minimal supervision.
- Understand and follow oral and written instructions.
- Communicate effectively, both orally and in writing.
- Multitask and prioritize workload.
- Lift and carry heavy objects.
- Walk and stand for long periods of time.
- Work in close proximity to animals.
- Establish and maintain effective working relationships with supervisors, coworkers, and the public.

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Tools and Equipment Used

Cell Phone, Computer, Gator, or Golf Cart, Snowblower

Work Environment

Work is performed in both an outdoor and indoor zoo setting where workload and stress levels can vary significantly. This role regularly interacts with other staff, volunteers, members of the public, City departments, and Zoo animals. Excellent customer service skills are required, as well as the ability to adapt to high stress situations. The incumbent is expected to operate in an environment where errors can be costly with regard to resources, efficiency, and the safety of both people and animals.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The work environment and exposures described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to remain stationary 50% of the time and move about through Zoo facilities; position self to obtain objects at varying vertical heights; effectively communicate and exchange information and ideas with coworkers; smell; operate objects, equipment, tools, and controls; and reach for extended objects. Occasionally required to traverse and/or sustain uncomfortable physical positions. Specific vision abilities required by this job include the ability to observe details at close and long-distance ranges.

The position requires frequent and extended periods of outside work subject to all weather conditions and extremes such as heat, cold, precipitation and humidity, dim or bright lighting, dust, odors, noise, allergens, and other toxic agents. The employee is occasionally exposed to vibrations, electrical currents, smoke, heavy machinery, radiation, and zoonotic pathogens. Must wear appropriate personal protective equipment (PPE) such as gloves, goggles, masks, respirators, and protective footwear as applicable. The position involves heavy physical demands such as occasionally transporting objects up to 50 pounds and exerting up to 100 pounds of force to lift, carry, push, pull, or otherwise move objects.

Work Hours

This is a full-time non-exempt position with 40 hours per week with possible availability for after normal hours of operation during emergencies and other departmental critical needs.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice as needed by the City of New Bedford within the scope of departmental needs. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment of the position.

Job Description

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