

Job Description

Superintendent of Buildings and Grounds

History: *Founded in 1908, The Field Club of Greenwich, Inc. is a premier racquets facility located close to downtown Greenwich, CT. The club is in a transformational time welcoming the addition of newly installed Hydrocourt Clay Courts and A1/A4 bentgrass courts during spring of 2021. Combined with a new tennis center, paddle facility and maintenance building. The club is poised to provide the membership a tennis oasis of world class facilities. The Club is consider a second home for our members.*

Overview: As a key leader and motivator of the Maintenance Department, you will be directly responsible for overseeing and executing both hardscape and landscape maintenance providing an inviting and safe environment for our membership.

Direct Report: Executive Committee and General Manager

Primary Responsibilities:

- Provide oversight and direction to maintenance team members
- Oversees the maintenance of both bentgrass and rough style turf. Apply various plant health care products both granular and liquid.
- Oversees the opening and maintenance of Har-Tu court surfaces both by hand and mechanically.
- Manage the HVAC for all the buildings on the property
- Perform basic irrigation repairs and manage on site watering systems via computer-based software.
- Manage landscape and ornamental plants through proper watering, pruning and fertilization.
- Clay and Grass tennis courts care experience preferred.
- Paint and care for property accessories encompassing metallic and wood surfaces.
- Yearly preparation for Fire Marshal inspections.
- Oversees opening and closing of pool in a timely fashion.
- Safely place and utilize ladders to accomplish site specific objectives. Re-lamping of light fixtures, installing decorations and temporary lighting.
- Snowplowing/Snow blowing and application of ice melting materials to various hard surfaces.
- General Carpentry skills.
- Minimum 5 years' experience in maintaining grounds for private club

Additional Traits:

- Able to work independently while managing others. Keen attention to detail.
- Provide accounting with properly coded invoices
- Maintain a good relations with vendors
- Communication (both written and verbal) in English required; Spanish a plus.
- Windows, excel and Adobe Professional savvy. Satisfaction of seeing results through personal effort.

Work Schedule:

- Schedule includes weekends. Evening hours/alternate hours may be required depending on facility's needs.

Weekday work hours are Monday-Friday 5AM-1:30PM

Weekend Hours are Saturday and Sunday 5AM-9AM

Additional hours required based on seasonality

Compensation:

Wage Salary UP TO 100,000 annually, plus bonus

Benefits to Include:

- Great work environment
- Complementary employee meals and beverages when on property
- Medical and Dental Benefits after 60 days.
- Life insurance and vision, voluntary.
- 401K Plan after 90 days
- After 90 days of employment eligible for short term and long-term disability, voluntary.
- One-week vacation after one year of service with a maximum of two weeks after two years of service and three weeks after five years of service.
- One week flex time available after 90 days.
- Professional membership dues and education stipend.
- Uniform, including footwear.

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