

Rolling Hills Zoo Job Description

Job Title: MAINTENANCE TEAM MEMBER
Department: Maintenance
Reports to: Maintenance Foreman
Effective Date: September 2026
Job Summary: To provide maintenance and repairs to all buildings, exhibits, roads, equipment/vehicles, and utilities at Rolling Hills Zoo



General Duties and Responsibilities:

- Demonstrates a commitment to the Zoo's mission statement and core values.
- Performs duties in a service-oriented manner.
- Demonstrates a commitment to maintaining a healthy work environment.
- Recognizes the needs of others and treats others with respect and dignity.
- Maintains good work habits and adheres to all policies and procedures.

Key Duties and Responsibilities (including but not limited to):

- Will comply with all safety procedures including the use of Lock Out/Tag Out when entering or leaving exhibit areas.
- Responsible for preparing trams for the day and ensuring regular service and maintenance on tractors and tram cars.
- Responsible for regular service and maintenance of all vehicles, both on and off road.
- When necessary, will work with outside contractors.
- Will participate in regular safety and maintenance inspections of keeper areas. Will discuss issues or concerns with supervisor and provide repair and maintenance as determined.
- Will assist in the daily maintenance of Zoo grounds and buildings including emptying trash cans, repairing broken welds, paint touch-up, etc.
- Responsible for the following maintenance/construction duties as determined by supervisor:
 - Repair of sewer and water lines.
 - Repair or welding of fencing, exhibits, gates, etc.
 - Maintenance work to exhibits and buildings.
 - Painting of fences, exhibits, people barriers, wire mesh, etc.
 - Equipment, vehicle, and tool repair and maintenance.
- Will assist other departments before, during, and after special events, after-hours events, Conference Center events, and other programs as needed.
- With the Maintenance and Landscape teams, is responsible for ensuring that the shop, office and restroom are cleaned on a weekly basis.
- Will respond to maintenance calls as issues arise that are too urgent to be placed on a work order.
- With the maintenance foreman, will work to complete items on the work order list.

Necessary Skills:

- Must be able to lift 50 pounds.
- Must be capable of working in inclement weather.
- Must be capable of operating a skid steer and other machinery.
- Welding experience a plus.
- Background in maintenance and/or construction preferred
- Must be willing to expand knowledge of the maintenance and construction trade.
- Must be a team player.
- Must be safety conscious.