

**THE
SANTA FE
OPERA**



**The Santa Fe Opera
Job Description – Theatre Custodial and Maintenance Staff**

Duties/Responsibilities

This role works closely with the Theatre Maintenance Supervisor to maintain the Opera's buildings and grounds in a clean, healthy and attractive manner by assisting with pre and post-season theatre maintenance projects and seasonal upkeep. Duties and responsibilities include daily cleaning and preparation of opera buildings and grounds for each night's performance. This includes maintaining restrooms in a clean and healthy state, cleaning and mopping of all bar areas, removal of trash and ashtray contents, recycling, dusting indoor spaces, vacuuming carpeted areas and sweeping and blow-down of outdoor plazas and pavilions. Other duties as required and assigned.

Employment Standards

Knowledge:

- Familiarity with products and tools used for cleaning and grounds keeping.

Skills:

- Ability to communicate effectively.
- Ability to drive a motor vehicle.

Licenses:

- Possess a valid driver's license.

Hours/Restrictions:

- 40 hours per week, regular schedule being Monday-Saturday 7:00 a.m. to 3:30 p.m. Some flexibility of hours may occur due to scheduled events during the course of the year. Weekend work is necessary (hours over 40 per week paid at time and a half).
- This is a seasonal, hourly, non-exempt position.
- Wages begin at \$18.00/ hour.

Physical Standards:

- Ability to lift up to 50 pounds.
- No allergies to cleaning products.
- Capable of spending significant amount of time on your feet walking, standing and climbing stairs.
- Ability to use ladders for various projects.

Uniform:

- A uniform (shirt) is required and will be provided.

This job description in no way implies that these are the only duties to be performed by the employee occupying this position. The fundamental job requirements are included and these are the essential job functions. Employees will be required to perform any other job-related duties assigned by their supervisor. All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.