

## **Park Operations Coordinator of Turf and Facilities**

### **Summary**

The Columbus Downtown Development Corporation & Capitol South is seeking a full-time Park Operations Coordinator to lead grounds and facility operations at the John F. Wolfe Columbus Commons, located in Downtown Columbus.

### **Description**

The Park Operations Coordinator of Turf and Facilities leads park operations at the Columbus Commons, under the leadership of the Director of Operations. This position is responsible for quality control of daily park appearance.

### **Duties**

- Manage turf, facility maintenance, landscaping, cleaning and trash removal, patron relations, construction management, and other responsibilities as assigned
- Manage mowing, irrigation system management, chemical application, and directing part time staff
- Manage contractors, electrical, plumbing, irrigation, and HVAC repairs, snow removal, and holiday light installation
- Assists in planning, installing and maintaining public garden spaces
- Supervises and trains part time operations team members
- Communicate in a professional and courteous manner
- Ability to work early morning hours to accommodate snow removal schedules

### **Qualifications**

- Experience in one or more of the following areas—landscaping, facility maintenance, or construction.
- Punctuality, effective communication, and leadership are integral to success
- Experience working with turf fertilizers, herbicides and pesticides and/or an Ohio Commercial Pesticide Applicator license is preferred
- At least two years of post-secondary education or equivalent training is preferred
- Familiarity with Columbus Commons and its seasonal programming
- Applicants with no prior landscaping experience will not be considered for this position

### **Requirements**

- Ability to work overtime
- Demonstrate ability to lift up to 70lbs using proper lifting techniques
- Basic electrical, plumbing, irrigation and HVAC system knowledge, including interpreting construction drawings and diagrams
- Work outdoors for long hours in extreme weather conditions
- Ability to use hand and power tools as required
- Willingness to commit to a winter snow removal schedule
- Have a valid driver's license and clean driving record. Operation of various vehicles is required
- Ability to pass a criminal background check and drug screening

### **Compensation**

Compensation is based on qualifications and experience. A comprehensive benefits package and free parking is included.

### **Application**

Please email a resume and cover letter to [humanresources@downtowncolumbus.com](mailto:humanresources@downtowncolumbus.com) with "Park Operations Coordinator of Turf and Facilities" listed in the subject line.