



Groundskeeper and Equipment Mechanic

Reports To: Director of Facilities

Focus: High-Visibility Campus Grounds, Equipment, and Vehicle Maintenance

Summary: The Groundskeeper and Equipment Mechanic maintains the appearance of Indian Mountain School's most visible outdoor spaces while helping keep the Facilities team's equipment and vehicles reliable and ready for use. The ideal candidate takes pride in presentation, notices details, and has practical mechanical experience with preventive vehicle maintenance.

KEY RESPONSIBILITIES

- **High-Visibility Grounds:** Maintain campus entrances, walks, ornamental beds, shrubs and trees, and gathering spaces to a consistently high standard. Inspect these core zones regularly and address appearance, safety, and maintenance needs promptly
- **Turf & Landscape Care:** Mow, edge, trim, weed, mulch, prune, water, seed, and perform seasonal cleanup in assigned areas. Protect lawns, plantings, hardscape, signs, and nearby buildings while operating equipment
- **Campus Appearance:** Control litter, leaves, branches, and other debris; keep entrances, walks, gathering spaces, and landscape beds neat; and report damaged plantings, pavement, drainage, lighting, or site furnishings
- **Equipment & Small Engines:** Service, troubleshoot, and repair mowers, snowblowers, string trimmers, leaf blowers, and other equipment. Perform oil and filter changes, blade and belt replacement, lubrication, tune-ups, seasonal preparation, and routine engine maintenance
- **Vehicle Maintenance:** Perform routine preventive maintenance and minor repairs on Facilities vehicles, including oil changes, fluid checks, battery service, tire inspections, and basic troubleshooting. Maintain service records and coordinate outside repairs or specialized service when needed
- **Special Events & Seasonal Support:** Prepare and maintain high-visibility outdoor areas for campus events, ceremonies, visits, and gatherings. Assist with snow and ice response, storm cleanup, campus setups, emergency responses, and general Facilities work as assigned
- **Safety & Inventory:** Operate vehicles, grounds equipment, and tools safely; follow campus safety protocols; maintain orderly work and storage areas; track fuel, parts, and supplies; and report equipment or inventory needs to the Director of Facilities

QUALIFICATIONS & REQUIREMENTS

- Professional experience in groundskeeping, landscaping, turf care, horticulture, or campus and estate maintenance
- Hands-on experience maintaining and repairing small engines and grounds equipment, including mowers, snowblowers, string trimmers, and related machinery
- Experience performing oil changes, preventive maintenance, and minor mechanical repairs on cars, trucks, utility vehicles, or similar fleet equipment
- Knowledge of mowing, trimming, pruning, weeding, mulching, seasonal cleanup, and the care of lawns, ornamental beds, shrubs, and trees
- Clear communication, strong time management, independent problem-solving, and a professional attitude around students, staff, and visitors
- Valid driver's license with a clean driving record. Relevant small-engine, automotive, horticultural, or pesticide-application credentials are preferred

WORKING CONDITIONS

- Ability to lift, carry, and move 50+ lbs
- Ability to walk and stand for extended periods and to bend, kneel, crouch, climb, and perform repetitive outdoor work
- Regular outdoor work in heat, cold, rain, snow, and other changing weather conditions
- Exposure to dust, noise, grass, pollen, fuels, lubricants, exhaust, and other typical grounds and mechanical-shop conditions
- Ability to operate mowers, snowblowers, string trimmers, blowers, vehicles, trailers, and other grounds equipment safely
- Occasional evening, weekend, or holiday shifts to support a year-round boarding school environment
- Tobacco-free campus

BENEFITS & COMPENSATION

Competitive salary based on experience and licensure, plus medical/dental/vision coverage, employer-matched retirement, paid time off, free shift meals, professional development, and tuition remission opportunities.

ABOUT INDIAN MOUNTAIN SCHOOL

Indian Mountain School is an independent co-ed day and boarding school serving Pre-K through 9th grade across two campuses in Lakeville, CT.