



GROUNDS AND MAINTENANCE MANAGER

Seasonal or Full-Time with Flex-Time

Salary Commensurate with Experience and Agreed Upon Responsibilities

Fulfilling career in a vacation setting with opportunities to lead and advance.

Historic Granite Point Resort is a family-owned business set on beautiful Loon Lake, WA that has served vacationers in the Pacific Northwest for 100 years. We are looking for an energetic and experienced individual who loves to work outdoors to oversee and direct all aspects of maintenance and facility management (including private utilities) for a roughly 20-acre waterfront Resort.

The job requires full-time hours between March-October, with the option for vacation or reduced hours during November, December, January, and February. The Grounds and Maintenance Manager position is salaried, with pay commensurate with qualifications, agreed-upon responsibilities, and schedule. An ideal candidate will be a self-starter, and able to take ownership and assemble and manage a team, as well as work side-by-side and lead the team.

Primary responsibilities will include but are not limited to:

Building and managing a successful team.

- Assemble, train, manage and lead a team to maintain the resort's grounds, infrastructure, equipment, and "back-of-the-house" operations (garbage, recycling, and utility system management).
- Perform carpentry (build decks, repair fences or stairs, fix broken doors or cabinets), repair and maintain engines and equipment, unclog pipes, toilets, fix leaky faucets, rake, mow, landscape, and keep an organized, and well-run shop, among a myriad of other things.
- Provide strong leadership, training, and disciplining for employees within the department.
- Efficiently manage the team's schedule to meet day to day operations and completion of projects within budget.

Infrastructure Repair and Maintenance.

- Conduct walk-throughs to visually assess the safe and efficient maintenance and operation of all buildings, facilities, equipment, private water and sewer systems, utilities, and infrastructure.
- Develop, implement, and maintain accurate up-to-date records of scheduled preventive maintenance and repairs.
- Assure that projects are appropriately prioritized, and safe methods are followed in the daily operation of maintenance, repair and renovation needs of all areas of the resort.
- Turn off /winterize utility systems and buildings in winter, maintain all mechanical systems, and turn on utility systems in spring.
- Managing expenses within approved budget guidelines

Maintaining and Beautifying the Grounds.

- Oversee and assist with groundskeeping of an approximately 20 acre-resort with approximately one mile of sandy beach frontage.
This includes raking, mowing, irrigation, weed and pest control, trash collection, dust control, road/pathway upkeep, monitoring the health of the trees and general beautification and maintenance on a routine basis.

Special Projects and Service Requests.

- Respond to guest requests in a timely, professional, and friendly manner to help meet or exceed guest expectations.
- Maintain a safe and working environment throughout the resort for all guests and associates, enforcing safety guidelines.
- Assist the resort manager in achieving and promoting the company's vision.
- Perform special pre-season and end-of-year projects, from rebuilding docks to re-roofing cottages, rebuilding a deck, remodeling, reorganizing the shop, or doing a landscape renovation.

Notice the details. Make Improvements. Take Ownership.

We are looking for someone who not just has a strong work ethic and the ability to execute, but also someone with leadership, problem-solving skills, experience, and vision. If there is a more efficient way to handle routine trash pick-up, better choices for plants and landscaping, or more efficient ways to maintain or manage our infrastructure or buildings, we want you to find them.

Preferred Experience

- College, trade school and/or military training or industry designation.
- 5+ years of hands-on general maintenance, landscaping, construction/contracting, engineering, or in a trade.
- Supervisory experience, particularly in facilities, physical plant, municipal work, or maintenance/construction environment, or groundskeeping-landscaping.
- Supervisory experience in resort, hotel, or park (maintenance/groundskeeping-landscaping).
- General knowledge of technical fields, such as carpentry, painting, plumbing, and electrical (although licensed professionals will be contracted where appropriate), as well as landscaping.
- This position requires effective communication skills, the ability to work in a team and make independent decisions.

Salary range: \$52,000 - \$57,300 per year

Send resume, cover letter, expression of interest, or questions to:

manager@granitepointresort.com or Diego Anguiano a 509-951-7571