



## **Poets Cove Resort & Spa**

### Job Description

Position: Groundskeeper  
Department: Marina/Activities/Market  
Reporting to: Director of Marine Ops

### Duties & Responsibilities:

The Groundskeeper position requires a self-motivated individual with attention to detail. In keeping with a high-end resort property, the Groundskeeper will be responsible for keeping his/her designated area of the property neat and clean to a five star resort level.

### Duties will include:

- Sweeping decks, walkways and other public areas
- Emptying garbage receptacles on a regular basis
- General cleanliness of pool deck area
- General cleanliness of all public areas North of the public access road
- Cleaning of washroom facilities on pool deck
- Twice per day garbage pick up at boat slips on the docks
- Removal of recycling from docks to recycling station at the top of the hill
- Other duties as required

The primary role of the Groundskeeper is to keep the assigned area neat and clean at all times in keeping with the service level of a five star resort property.

### Position requirements:

- The ability to work diligently while unsupervised
- Ability to perform repetitive tasks and occasionally lift heavy loads
- Previous experience in grounds keeping or a similar role is an asset
- Attention to detail
- Experience caring for pools is an asset