

Maintenance Attendant

The Hudson River Museum in Yonkers, NY has an immediate opening for a full-time hourly Maintenance Attendant. Key responsibilities include general custodial work, assisting with day-to-day maintenance of facilities, periodic repair work, set-ups and break-downs for events, basic grounds maintenance and assisting with overall operations.

This position reports to the Assistant Director, Facilities and Operations.

Specific responsibilities include:

- Routine cleaning of all internal public and staff areas, including trash removal, vacuuming, dusting, mopping, window cleaning, replacement of restroom stock, etc.
- Periodic facility repair, including lightbulb replacement, minor door repairs, minor wall painting, etc.
- Tasks related to the grounds maintenance, including grass and hedge trimming, weeding of flowerbeds and hedges, snow removal, lightbulb replacement, graffiti and litter removal, etc.
- Assisting with set-up for Museum functions and facility rental events.
- Identifying any safety hazards or areas in need of cleaning or repair and bringing such problems to the attention of the Assistant Director, Facilities and Operations.
- Assisting with the delivery of parcels within the Museum.
- Assisting with the transfer of items to/from storage.
- Other duties may be assigned.

Schedule: Wednesday, Thursday, Friday & Sunday, 9am–5pm; Saturday 9:30am–5:30pm. This position is onsite at all times (no remote or online work).

Compensation: \$15.00 per hour

Requirements for Maintenance Attendant candidates:

- Previous experience
- High school diploma
- Candidates must successfully pass ALL pre-employment screenings
- Physical and Mental - Must be in good physical condition, capable of lifting up to 50lbs and assisting lifting of a visitor if circumstances warrant.
- Ability to stand for extended periods of time, walk, stoop, bend, lift and climb stairs.
- Ability to make reasoned decisions quickly, follow established policies and procedures.
- Punctuality and reliability is a must.
- Ability to communicate both verbally and in writing.
- Flexibility to work additional hours as requested during after-hours Museum events.

Maintenance staff will be provided with Personal Protection Equipment (PPE) including but not limited to masks, gloves, clear visors and sanitizer as appropriate in order to ensure that they are able to perform their job safely, in line with best practices.

Benefits:

The Museum provides competitive compensation, and generous benefits and perks for all eligible employees, including:

- Museum-paid medical, dental, and life insurance
- 403(b) basic retirement plan
- Paid time off, including annual leave, sick leave, personal days and Museum holidays
- Flexible spending accounts (pre-tax income for eligible health care expenses)
- Discount for staff in Museum shop
- Access and free admission to numerous museums and cultural institutions
- Standard worker's compensation, short-term and long-term disability and unemployment insurance
- Participation in TransitChek Commuter Benefit program

To Apply:

Send resume to employment@hrm.org. Include “Maintenance Attendant” in the subject line.

The Hudson River Museum is one of the preeminent cultural institutions in Westchester County and the New York Metropolitan area. Situated on the banks of the Hudson River in Yonkers, New York, the HRM’s mission is to engage, inspire, and connect diverse communities through the power of the arts, sciences, and history.

The Museum offers engaging experiences for nearly every age and interest, with an ever-growing collection of American art; dynamic exhibitions that range from notable nineteenth-century paintings to contemporary art installations; Glenview, an 1877 house on the National Register of Historic Places; a state-of-the-art Planetarium; an environmental teaching gallery; and an outdoor Amphitheater. The Museum is dedicated to collecting, preserving, exhibiting, and interpreting these multidisciplinary offerings, which are complemented by an array of public programs that encourage creative expression, collaboration, and artistic and scientific discovery.

HRM provides equal employment opportunities to all employees and applicants for employment without regard to age, creed, actual or perceived race, color, sex, sexual orientation, self-identified or perceived sex, gender expression, gender identity, the status of being transgender, national origin, ethnicity, alienage, citizenship status, family status, lawful seizure of income, marital status, disability, military status, veteran status, domestic violence victim status, criminal or arrest record, or predisposing genetic characteristics. Equal employment opportunity applies to all terms and conditions of employment, including hiring, placement, promotion, termination, layoff, recall, transfer, leave of absence, compensation, and training.