



## **Clubhouse and Grounds Maintenance/ Handyperson**

The Royal Hamilton Amateur Dinghy Club is seeking an organized, enthusiastic, customer service oriented individual who will be responsible for all aspects of Maintenance at the Club. The position requires a hands-on approach and an understanding that the overall member experience is the primary focus; to include: general maintenance of the Clubhouse, repair of all heating, ventilation, refrigeration and mechanical equipment whilst maintaining a safe and clean environment throughout the facilities in addition to, cleanliness of the Clubhouse and general maintenance of the grounds landscaping.

Develop, coordinate and monitor preventative maintenance programs to ensure the safety and comfort of all staff and members / guests. Supervise and manage all Clubhouse & Grounds staff. Work under minimal supervision. Teamwork is essential as the successful applicant will be required work closely with various departments.

### **Job Overview:**

*The duties will include but not limited to:*

- Daily janitorial maintenance and cleaning of the club facilities with a commitment to flawless attention to detail.
- General maintenance of but not limited to: plumbing, masonry, carpentry, painting, tiling, air conditioning, electrical and landscaping; this will also involve heavy lifting at times.
- Daily, weekly and monthly inventory controls.
- Comply with all sanitary, health and safety regulations.

### *Applicants must have:*

- Knowledge of all mechanical equipment critical to the operation of the building.
- Be self-motivated, willing and capable, exhibits a 'can do' attitude.
- Experience in ordering, purchasing, and competitive pricing.
- Ability to motivate staff to perform effectively and efficiently under both normal and stressful conditions.
- Excellent oral and written communication skills; The ability to work flexible hours.
- Minimum of 3 years' working knowledge in a general maintenance environment.
- A current, clean driver's license would be a definite asset.
- Position requires working evenings, weekends and public holidays.
- Working knowledge of Word, Excel and Outlook.

**If you are vibrant, possess lots of energy, willing to go the extra mile while striving to exceed the member/guest expectations – please apply.**

**Submit application and resume marked 'confidential' to:  
The Royal Hamilton Amateur Dinghy Club,  
25 Pomander Road, Paget PG05, 236-2250**

**Resumes by e-mail are also accepted to: [awalker@rhadc.bm](mailto:awalker@rhadc.bm)**

**Closing date: January 16, 2018**

**Please include at least two character references**

*The RHADC like other establishments in Bermuda has a 'Drugs and Alcohol Don't Work Here Policy' and is an equal opportunity employer*