



P.O. Box 370, 6447 Holiday Valley, Ellicottville, NY 14731  
[www.holidayvalley.com](http://www.holidayvalley.com)

### **JOB DESCRIPTION: MAINTENANCE**

**Position Objective:** To keep the Tamarack Club maintained to the high standards of Holiday Valley.

**Works Closely with:** Housekeeping, Front Desk, Laundry and Inn Maintenance.

### **Major Responsibilities:**

1. Performs preventative maintenance throughout the Tamarack Club.
2. Delivers laundry.
3. Clears ice and snow from the areas surrounding the Tamarack Club.
4. Works with housekeeping to remove trash from the guest rooms and common areas.
5. Transports trash from the Tamarack Club to the Holiday Valley trash facilities.
6. Maintains the pools and hot tubs at the Tamarack Club.
7. Sets up and tears down conference room(s).

### **Other Responsibilities:**

1. Understands the nature of our business sometimes demands staff be moved from one department to another for the good of the property. Shifts can be changed to keep the operation running smoothly.
2. On occasion will have to help with Bell Services.

### **Qualifications:**

1. Self motivated.
2. Strong organizational skills.
3. Approaches the position with an open mind and willingness to embrace new technology and methods.
4. Committed to meeting and exceeding guest expectations.
5. Has an eye for detail.
6. Maintains the proper sense of urgency while prioritizing the jobs at hand.
7. Previous experience as a Maintenance Technician.

\*\* The duties and responsibilities that are listed are not all inclusive. Other duties may develop, be assigned or assumed in the ever growing and changing atmosphere of the organization.\*\*