

Custodian/Maintenance Contractor
Dedham Historical Society & Museum, Dedham, MA
Please send inquiry to society@dedhamhistorical.org or call 781.326.1385
Accepting applications through October 5, 2018

4 hours/week; flexible

Description

- Exterior
 - Cut lawn and trim hedges.
 - Weed/apply mulch.
 - Rake and dispose of leaves.
 - Shovel snow to keep walkways, sidewalk, and entrance clear.

- Interior
 - Set up for lectures and other events (including off-site events).
 - Vacuum office area, entrance, and library.
 - Dry mop and wet mop auditorium; dry mop exhibition area.
 - Clean kitchen sink, counter, and microwave.
 - Clean bathrooms.
 - Gather all trash and recycle materials and dispose of off site.
(as a non-profit, DHSM does not have trash pick up).
 - General maintenance (replace light bulbs, etc.).

Requirements

- Must carry General Liability Insurance.
- Must bring own equipment (vacuum, dry mop, lawn mower, etc.).
- Use of a pick-up truck preferable for occasional transport of equipment/supplies.