



HIGH LINE JOB OPPORTUNITY

POSITION DESCRIPTION:

Custodian

The High Line is a new public open space on a disused, elevated rail structure on the west side of Manhattan. Built between 1929 and 1934 to carry rail freight, the High Line runs from Gansevoort Street to 34th Street. The High Line has been unused for freight transportation since 1980. It is now owned by the City of New York, under the jurisdiction of the NYC Department of Parks & Recreation. The High Line is managed by Friends of the High Line — the City's non-profit partner in the design, construction, and ongoing maintenance of the park, in collaboration with the Department of Parks & Recreation.

Job Description

The Custodian will be a full-time, year-round employee of Friends of the High Line and an integral part of the Park Operations team. Under the general supervision of the Custodial Foreman, the Custodian will work with a diverse team of horticulturists, maintenance technicians, and High Line administrators to achieve the highest standards of cleanliness and organization throughout the park. The Custodian's tasks include, but are not limited to, the following:

Primary Tasks

- Maintain a high standard of cleanliness of throughout the High Line, both topside and at street-level, including but not limited to public gathering areas, bathrooms, access points, elevators and stairs, drinking fountains, and the Operations offices;
- Use specialized cleaning products and cleaning techniques required to maintain the High Line's many unique features, according to manufacturer's instructions;
- Report and remove graffiti;
- Participate in snow and ice removal;
- Maintain and report on inventory of custodial supplies;
- Quickly respond to spills, bathroom malfunctions, potential hazards, etc.;
- Work collaboratively with all team members to accomplish daily assignments and task in a timely manner;
- Work collaboratively with programming and events staff to prepare the Line for visitor use;
- Operate pressure washers and other small equipment;
- Collaborate with contracted specialists to perform seasonal or specialty tasks;
- Act as an ambassador for Friends of the High Line, answering questions for park visitors about horticulture, High Line history and design, and general park information.

Qualifications

- Must be extremely dependable, punctual, detail-oriented, and a good communicator with staff and public alike;
- 2-3 years experience, preferably in public space or outdoor space maintenance;
- Ability to maintain a regular schedule of maintenance and cleaning tasks on a daily, weekly, and monthly basis;
- Experience with facility cleaning procedures;
- Ability to communicate orally and via email;
- Ability to interact with a wide variety of people on a daily basis;
- Able to work alone or in teams, work outside in all weather situations, work overtime, weekends, and holidays as needed, and to be on-call for emergency snow removal;
- Demonstrate good judgment and a professional demeanor;
- Valid NY state drivers license.

To Apply

Please pick up an application at Friends of the High Line, located at 529 West 20th Street, Suite 8W New York, NY 10011, or submit your resume to parkops@thehighline.org. Only those whose applications are being considered will be contacted. No phone calls, please.

Friends of the High Line is an equal opportunity employer and considers applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.



FRIENDS OF THE HIGH LINE

APPLICATION FOR EMPLOYMENT

Friends of the High Line (FHL) is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, color, age, sex, religion, national origin, the presence of mental, physical, or sensory disability, sexual orientation, or any other basis prohibited by federal or state law.

Please indicate which position(s) you're interested in (circle all that apply):

Seasonal Associate

High Line Ranger

PERSONAL INFORMATION (Please print)

Name

First

Last

Middle

Are at least 18 years of age?

Yes ___

No ___

Address

Street

Apt.

City

State

ZIP

Phone Number

Email Address

EDUCATION

Name
of School

Circle Last Year
Completed

Did You
Graduate?

Subjects Studied and/or
Degrees Received

High School

1 2 3 4

Y N

College

1 2 3 4

Y N

Post College

1 2 3 4

Y N

Trade, Business, or
Correspondence School

1 2 3 4

Y N

FORMER EMPLOYERS

List below your current and last three employers, starting with the most recent one first. Please include any non-paid/volunteer experience which is related to the job for which you are applying. Please complete even if you attach a resume.

Date (M/D/Y) From: To:	Current/Previous Employer (Name, Address, Type of Business)	Position	Reason For Leaving
Duties Performed			
Supervisor's Name		Phone Number	May We Contact?
Date (M/D/Y) From: To:	Previous Employer (Name, Address, Type of Business)	Position	Reason For Leaving
Duties Performed			
Supervisor's Name		Phone Number	May We Contact?
Date (M/D/Y) From: To:	Previous Employer (Name, Address, Type of Business)	Position	Reason For Leaving
Duties Performed			
Supervisor's Name		Phone Number	May We Contact?

REFERENCES

Please provide the names of three references whom you have known at least one year.

Name	Phone Number	Years Acquainted	How do you know this person?