



Position title: Groundskeeper, Levitt Pavilion Los Angeles

Reports to: Venue Manager, Levitt Pavilion Los Angeles

Position Summary

The Groundskeeper at Levitt Pavilion Los Angeles, with the Mortimer & Mimi Levitt Foundation, Inc. (Levitt Foundation), is responsible for keeping the lawn and areas immediately surrounding the Levitt Pavilion located at MacArthur Park clean during the free summer concert series. This includes collecting litter and trash from the entire lower and upper lawn areas of the Levitt Pavilion site, regularly cleaning and stocking portable restrooms and washing stations, and cleaning the loading dock area before, during, and after each concert from June through September, 2019. This position will also be responsible for maintaining supply inventory and notifying the Venue Manager when orders need to be placed. This is a part-time, seasonal, non-exempt position.

Responsibilities

Janitorial/Maintenance

- Collect and dispose of all trash on the Levitt Pavilion lawn and immediately surrounding areas before, during, and after concerts
- Empty Levitt site trash cans before, during and after concerts
- Hose down venue stairwells before concerts
- Clean and restock portable restrooms and washing stations before and during concerts
- Secure portable restrooms and washing stations with a perimeter fence after each concert
- Identify and mark areas of caution on the lawn such as potholes, mud, or tripping hazards; make Venue Manager aware of areas of caution
- Maintain clean and orderly appearance of the lawn, loading dock, and portable restroom areas
- Maintain inventory of cleaning and restroom supplies
- Notify Venue Manager when cleaning and restroom supplies are low

General

- Perform other related duties as assigned
- Must be able to work nights and weekends
- Must be able to maintain a flexible schedule based on each night's performance
- Bilingual (English/Spanish) preferred