



MAINTENANCE ASSISTANT

Part-Time

Rivers of Steel Heritage Corporation, managers of the Rivers of Steel National Heritage Area, is seeking a part-time maintenance assistant to assist with the general upkeep of Rivers of Steel Heritage Corporation's (RSHC) historic properties and holdings, including but not limited to: The Pump House, Bost Building, Carrie Furnaces, W.A. Young & Sons Foundry and Machine Shop, and the *Explorer* riverboat.

POSITION DESCRIPTION

The maintenance assistant will provide landscaping, trash collection / upkeep, maintenance, and other related services for RSHC historic properties and holdings and maintain a high standard for the facilities and grounds of the above sites. The maintenance assistant will be responsible for providing access to RSHC holdings for and during site visits, rentals, tours, events, lectures, and workshops including the unlocking and locking of all exterior and interior gates, buildings, turning on and off lights, etc.

The maintenance assistant will provide oversight and site security, if applicable, during site visits, rentals, tours, events, lectures, and workshops at RSHC holdings. The maintenance assistant will adhere to and monitor site(s) for any and all safety-related issues relating to security, OSHA, and code / ordinance violations and will notify RSHC supervisor and/or police in cases of emergency.

The maintenance assistant reports to the director of historic resources and facilities, and works collaboratively with staff from other RSHC departments as appropriate. The maintenance assistant will perform other duties and responsibilities as required.

QUALIFICATIONS & REQUIREMENTS

Qualified candidates will possess the following attributes:

- Landscaping, maintenance and construction skills
- Ability to operate large and small machinery, and must be able to lift 50 lbs
- Must hold a valid Pennsylvania Driver's License
- Excellent interpersonal, communication, time management and organizational skills.
- Demonstrated ability to prioritize and achieve objectives efficiently
- Familiarity with the heritage of the Rivers of Steel National Heritage Area is preferred

POSITION COMPENSATION & DETAILS

- This is a part-time position.
- Hourly rate is \$20.00 per hour with accruable paid sick leave.
- All employees are required to be fully vaccinated for COVID-19 or submit to a weekly COVID test.
- Must have or be able to obtain Pennsylvania Act 33/34 and FBI clearances.

**RIVERS
OF STEEL**

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ABOUT RIVERS OF STEEL

Founded on the principles of heritage development, community partnership, and a reverence for the region's natural and shared resources, Rivers of Steel strengthens the economic and cultural fabric of western Pennsylvania by fostering dynamic initiatives and transformative experiences.

Rivers of Steel showcases the artistry and innovation of our region's industrial and cultural heritage through its historical and 21st-century attractions—offering unique experiences via tours, workshops, exhibitions, festivals, and more. Behind the scenes, Rivers of Steel supports economic revitalization, working at the grassroots level to deepen community partnerships, promote heritage tourism, and preserve local recreational and cultural resources for future generations.

APPLICATION INSTRUCTIONS

Please provide a detailed resume and cover letter delineating your relevant experience to employment@riversofsteel.com.

Applications will be accepted until the position is filled; however, applications received on or before March 7, 2022 will receive priority consideration. Only applicants most closely qualified for the position will be contacted for an interview.

Rivers of Steel is an equal opportunity employer and does not discriminate in hiring, transferring, promoting, terminating, paying, training, benefits, or other actions affecting employees. Rivers of Steel does not make any personnel decisions based on race, color, sex, age, national origin, religion, ancestry, marital status, veteran's status, non-job related disability or handicap, or other prohibited criteria.

