

# Position Description

Ross Park Zoo  
185 Park Ave  
Binghamton, NY 13903  
(607) 724-5461  
rossparkzoo.org



Department: Facilities  
Position Title: Safety Specialist  
Reports To: Facilities Manager  
Category: Regular; Part-time  
Salary: Non-Exempt; Varies based on experience

## Position Summary

The Safety Specialist is the primary staff responsible for ensuring the safety and security of the grounds.

The Safety Specialist works under the supervision of the Facilities Manager and is responsible for ensuring the safety of the facilities and grounds at the park.

The Safety Specialist may be assigned part-time, full-time, or seasonal status working up to 40 hours per week, with hours generally ranging between 3 pm and 7 am. Hours and schedule may vary slightly depending upon the need of the Department. Weekend, holiday, and evening hours will be required to support Department operations and zoo special events.

## Essential Duties

- Complete all assigned work orders in a timely fashion and provide progress reports to the Manager through work order completion.
- Ensure all services are delivered at the highest quality possible.
- Ensure compliance with all Department policies and practices including compliance with all health and safety practices.
- Perform routine security checks ensuring entry gates and buildings are locked; monitor critical life systems in animal habitats; complete assigned custodial duties, perform snow removal and salting of walkways, roadways, and parking lots in the zoo and park; and other duties as needed to ensure the safety and security of staff, volunteers, the public, and the animals under the care of the zoo.
- Assist with grounds keeping including but not be limited to mowing, weeding, trash pick-up, raking, and snow removal.
- Assist with custodial services by maintaining assigned areas.
- Assist with deliveries to Animal Care and Member & Visitor Services Departments as needed.
- Support volunteers as assigned by providing them the training, tools, and supplies necessary to complete their assigned tasks.
- Assist with set-up and tear down for special events.
- Assist with special events and other tasks as needed.

## Required Knowledge, Skills, and Abilities

- Basic knowledge and skills in security and groundskeeping or other related work as evidenced by completion of training and/or at least 3 months prior experience.
- Carries out duties and responsibilities in a safe and efficient manner to maintain a safe work environment. Responds to hazardous situations and/or potentially unsafe conditions by taking corrective action.
- Knowledge of animals, wildlife, ecology, biology, and environmental issues are all a plus.
- First Aid and/or CPR training is a plus.

## General Requirements

- Must be willing to work a flexible work schedule that includes weekends, evening, and overnight hours.
- Must be able to lift 50 pounds and regularly walk along the zoo paths, which includes a loop of just over 1 mile with occasional steep grades.
- Must be able to perform basic mathematics.
- Must possess a valid Driver's License and have a driving record which is acceptable to the zoo's insurance carrier and have reliable transportation to the zoo.
- Must present a neat and professional appearance.
- Responsible to follow policies and procedures outlined in Southern Tier Zoological Society's employee manual.
- Must submit to and pass a background check.

**To Apply:**

Send resume and cover letter to Patrick Petkash at [ppetkash@rossparkzoo.org](mailto:ppetkash@rossparkzoo.org).