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April 13, 2017

## **Position Description**

### Housing and Construction Maintenance Assistant

**Position Description:** Saunders Brothers is a wholesale nursery and orchard operation in central Virginia. Saunders Brothers is looking for someone who is willing to assist in housing maintenance and construction, and assist in maintenance, repair, and construction of greenhouses, In addition, will assist in repair and maintenance of irrigation equipment, heaters, and greenhouse vents.

#### **Requirements and Duties:**

- Must be willing to assist in the maintenance, renovation, and construction of employee housing.
- Must be willing to assist in the repair and maintenance of buildings.
- Must be willing to assist in the general maintenance of the Farm Market.
- Must be willing to assist in the construction and maintenance of greenhouses, heaters, and vents as needed.
- Must be willing to assist in the construction, maintenance and repair of pump houses and irrigation systems as needed.
- Must maintain inventory of construction materials and tools and keep them in proper working condition.
- Must be able to lift 75 lbs. and be able spend at least 8 hours per day standing. In addition, must be able to stoop, bend, kneel, squat, and twist around for at least 8 hours per day. Must be able to work outside in all types of weather.
- Must be able to read a tape measure, safely operate construction hand and power tools, climb ladders, and be physically able to perform other minor or beginning construction tasks.
- Must be able to prioritize workload and have flexibility as work demands change.
- Must be willing to work cooperatively with other members of the maintenance team.
- Must be willing to work with Hispanic workers and be open to learning Spanish.
- Must have good math skills.
- Must have good communication and listening skills and be able to effectively work with entire staff at Saunders Brothers.
- Must be willing to work Saturdays and after hours, as necessary.
- Must be willing to perform other duties as needed.

#### **Qualifications:**

- Must have a high school diploma or equivalent GED or a minimum of 3 years' experience in construction, maintenance, or electrical/ mechanical work.
- Must have a valid driver's license and must provide a copy of driving record (DMV) at time of application.

**Start Date:** As soon as filled.

**Supervisor:** This position will answer directly to the Electrical/Maintenance/Housing Maintenance Manager.

**Work Time and Hours:** Monday through Friday 7:45 am to 5:00 pm and additional hours as needs arise or timely repairs need to be made. Staff works alternate Saturdays (March-October) from 7:45 to 5:00pm. Employee must also be willing to address emergency breakdowns as needed.

**Pay and Benefits:** Commensurate with experience. We offer a competitive pay rate along with paid holidays, vacation/sick leave, retirement bonus, and medical insurance. In addition, employees are offered discounts on plants and farm market purchases.

**Drug Testing and Background Checks-** Saunders Brothers is committed to providing a drug-free and safe workplace. Therefore, all employees are subject to random drug testing, reasonable suspicion testing, and post-accident testing. In addition, all new employees will be subject to a background check.

**Information and Application:** Contact Adrienne Phillips at [adrienne@saundersbrothers.com](mailto:adrienne@saundersbrothers.com) or call at 434-277-5455. The job description may be seen at [www.saundersbrothers.com](http://www.saundersbrothers.com) and the application downloaded from the website.

#### **Saunders Brothers Core Values**

Faith- Our Core Values and business practices are directed by our Christian faith.

Integrity-Honesty and truthfulness are foundational to our business.

Passion- We strive to enthusiastically share our love for Agriculture.

Family- Every team member is a part of the Saunders Brothers family.

#### **Business Purpose**

To make a profit doing something we love.

To have a positive impact on our employees, customers, suppliers, community, and environment.

To provide a productive, nurturing, and fulfilling environment for our team.

#### **Strategy**

To be a premier supplier of superb-quality plant material for garden centers, landscapers, and public gardens throughout the Eastern United States.

To be a premier supplier of extraordinary fruit to the people of the Mid-Atlantic area.