



**Where weekends mean bargains!**

## JOB DESCRIPTION

POSITION: Ground Maintenance Crew Job Description

REPORTS TO: Management

SUPERVISES: None

### I. JOB SUMMARY:

You keep the grounds looking good and litter free. No one likes to look at litter on the ground or blowing around. To keep the grounds clean means that we will have a better environment for employees and customers to enjoy their day at the fair.

### II. JOB FUNCTIONS

#### A. Essential Job Functions:

1. Black top area.
  - a. Brooms and dustpans with handles to be used to pick up debris, and disposed of in dumpsters.
  - b. Do not use paper poker as it could break the poker. You are responsible for your own paper poker.
2. Parking lots and Gravel areas.
  - a. All debris picked up and place in dumpster.
  - b. Maintain all dumpsters in your area
    - i. All cardboard boxes must be broken down to make room for more garbage in each dumpster.
3. Become familiar with 7 Mile fair and its operating hours, vendor inquiries etc.
4. Suggest improvements to Management as seen.
5. Maintain a safe and orderly work environment.
6. No one is to take off without permission from management.
7. Soda and bathroom breaks are at the discretion of your supervisor.

#### B. Other Job Functions:

1. Dumpsters on the fairly grounds are for you and the dealers to use. If you see a dealer misusing it, such as throwing away a lot of boxes, TV's, appliances, tires, etc. on, in or near the dumpster or anywhere on the fairgrounds report it to the manager immediately and let them handle the situation. Don't ignore and be aware of this behavior as this costs the fair a lot of money to dispose of.
2. Other duties as assigned

III. MINIMUM QUALIFICATIONS:

A. Knowledge and Abilities:

1. Ability to operate broom, dustpan, and paper poker.
2. Ability to project a positive image of 7 Mile Fair to customers.
3. Ability to work a varied schedule and flexible hours.
4. Ability to follow instructions.
5. Ability to communicate to customers, co-workers, and supervisors in a professional manner. Answer customer questions and concerns or refer to supervisor for further information.
7. Ability to work independently and responsibly.

B. Training and Experience:

1. Basic reading, writing, and math skills.

C. License or Certificate:

1. None required.

D. Physical/Sensory Demands: (Range of motion, weight requirement, repetitive use of hands/feet, speech, vision, hearing, other requirements)

1. Ability to move throughout the fair.
2. Ability to sit, stand, bend, reach for several hours if necessary.
3. Ability to lift, push, and pull a minimum of 10 pounds as required.
4. Ability to operate cash register.
5. Visually distinguish methods of payment, and follow appropriate procedures.
6. Ability to communicate with customers, co-workers and supervisors.

IV. ADDITIONAL QUALIFICATIONS PREFERRED:

- A. High school graduate or equivalent preferred.
- B. Prior cash or retail experience preferred.