



POSITION DESCRIPTION

Title: Zamboni Operator / Facility Maintenance Worker
Department: Recreation/Ice Arena Operations
Salary/Benefits: \$16.50/hour 15 -28 Hours/Per Week

GENERAL PURPOSE

Performs semi-skilled work in the maintenance of the ice skating arena. Performs light maintenance tasks in various trade areas and operates the Zamboni ice resurfacer. Assists in the setup of meeting rooms within the facility. Performs general janitorial duties in the maintenance of restrooms, locker rooms, meeting rooms, concession areas, etc. Perform and record maintenance tasks on equipment such as ice resurfacer, power edger, floor scrubber, snow blower, etc.

SUPERVISION RECEIVED:

Works under the general supervision of the Facilities Manager and Recreation Director.

SUPERVISION EXERCISED

Occasional supervision exercised over part time.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Knowledge of ice arena operations, general building and grounds maintenance principles and practices.

Skill in the use of tools commonly used in the maintenance of buildings, grounds, and arena equipment.

Ability to assist skilled tradesman in major repairs to these systems.

Ability to understand and give oral and written instructions.

Ability to lead and instruct others in techniques and methods used in various work activities.

Ability to maintain accurate records.

Computer knowledge and application skills are desirable.

Ability to establish and maintain effective working relationships with employees and the general public.

Ability to perform strenuous work.

Ability to work productively without constant supervision.

Commitment to providing a high degree of customer service.

Must present a neat and professional appearance at all times.

Regular attendance is a critical function of this position.

Must be available to work holidays, evenings and weekends.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

- High school diploma or equivalent.
- Experience in the maintenance of buildings and grounds preferred.
- Experience in the operation of all aspects of an indoor ice arena facility preferred.
- Possession of a valid Michigan motor vehicle operator's license.
- Must pass a background check and physical exam prior to employment.
- Completion of STAR/ORFA coursework preferred.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderately noisy.

SELECTION GUIDELINES

Oral interviews for this position will be conducted by the Recreation Department.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.