

TOWN OF ESTES PARK, COLORADO

**SEASONAL SPECIAL EVENTS MAINTENANCE**

DESCRIPTION OF WORK

General Statement of Duties:

Receives training in and performs a variety of unskilled and semi-skilled construction, maintenance, and repair work on a seasonal or entry-level basis.

Supervision Received:

Works under close supervision of a lead worker, foreman or superintendent.

Supervision Exercised:

None.

ESSENTIAL FUNCTIONS OF THE JOB: The following are essential functions of the job. Any one position may not include all of the duties listed.

1. **Training and Duties** – Receives training and exercises duties in:
  - A. Performs a wide variety of indoor and outdoor grounds maintenance work including mowing, limited carpentry, painting, cleaning of horse stalls, delivery of feed, shavings and hay, cleaning of restrooms and grandstand, trash pickup and other related activities to maintain pride in the work place and Estes Park.
  - B. Receives training in the operation of motorized vehicles and light equipment such as pickups, water and dump trucks and Gator.
  - C. Operates vehicles as assigned.
  - D. Performs related work as required.

MINIMUM OUALIFICATIONS

Required Knowledge, Skill, and Ability:

1. Some working knowledge of tools and equipment common to manual labor.
2. Some knowledge of the hazards and safety precautions appropriate to the position.
3. Ability to perform moderately heavy manual labor for extended periods of time in all types of weather as required by the position.
4. Ability to operate motor-driven equipment as required by the position.
5. Ability to understand and follow ordinary verbal and written instructions in English.
6. Ability to establish and maintain effective working relationships with employees and the general public.
5. Ability to work varied hours and days.

Education:

Completion of tenth grade or equivalent.

Experience:

None.

OR

Any equivalent combination of education and experience.

I understand the description of this job and the essential functions, as given above. I also understand that all of the duties are not described above and that I will perform those above and all other assigned duties as directed by my supervisor and management.

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_