



POSITION CLASSIFICATION DESCRIPTION

Job Title: Fairgrounds Technician
Reports To: County Administrator
FLSA Status: Non-Exempt
Department: Fairgrounds
Division: Office
Location: 30100 Hwy 160
Prepared By/Date: Amber Zickefoose 04/25/2014
Approved By/Date: Melissa Brunner 04/25/2014

SUMMARY OF POSITION:

Essential Duties and Responsibilities include the following. Other duties may be assigned.

- Keep facility clean (clean and stock restrooms, remove trash, sweep and mop floors, clean kitchen)
- Keep arenas water and groomed
- Remove manure and bedding from stalls
- Mow, brush hog, and string trim weeds and grass
- Plow and shovel snow, and chip ice in the winter
- Paint corrals and buildings
- Set up for events (corral panels, barricades, bleachers, roll arena, tear out arena)
- Operate equipment (skid steer, tractor, water truck, road grader, man lift, dump truck, roller, and backhoe)
- Service and maintain equipment
- Welding and torching to fix and build new corrals
- Inspect facility for safety hazards
- Work nights and weekends during events
- Be able to work outside in various extreme weather conditions
- Be able to lift 75 lbs frequently
- Work with employees and the public in a helpful and positive manner

Education/Experience:

License: Must possess and maintain a driver's license and a first aid/ CPR card.

Technical Skills:

Excellent public relations skills.

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.

Work performed in both an office environment and outdoors with exposure to weather conditions, heat, cold, dirt, water, noise, and construction hazards.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee is frequently required to lift up to seventy-five pounds and occasionally required to exert up to 100

pounds of force. The employee is routinely required to work with the hand or hands in handling, seizing, holding and grasping motions and the fingers in fingering, picking and pinching actions. Employee is frequently required to operate fairgrounds equipment including, but not limited to, power tools, tractors and water truck. While performing the essential functions of this job, the employee is extensively exposed to outdoor weather conditions. The working conditions range from moderately quiet to loud.

USE OF THIS JOB DESCRIPTION

THIS JOB DESCRIPTION DOES NOT CONSTITUTE AN EMPLOYMENT AGREEMENT BETWEEN THE COUNTY AND THE INCUMBENT IN THE POSITION.

Nothing in this position description restricts Montezuma County's ability to assign, reassign or eliminate duties and responsibilities of this job at any time. The description reflects Montezuma County's assignment of essential functions. It does not prescribe or restrict the tasks that may be assigned. Critical features of this job have been described. Those features may change at any time due to reasonable accommodation, as the needs of the County change or other reasons deemed appropriate by the County.

I have received job description Fairgrounds technician dated 04/25/2014. I understand that I am to become familiar with its contents.

Signature of Employee

Name of Employee

Date