

Town of Rib Mountain
Position Description
Modification Date: October 25, 2019

Title: Ice Rink Maintenance & Attendant **Department:** Public Works

Reports To: Street & Park Superintendent **Pay:** \$11.86 - \$12.20 per hour

Purpose of the Position

The purpose of the Ice Rink Maintenance & Attendant is to provide a safe environment for the general public during the Winter Recreation Program. The position is part-time, as needed basis. Work involves responsibility for performing tasks in accordance with established town policies and procedures. The Ice Rink Maintenance & Attendant is expected to exercise considerable independent judgment in performing duties and interacting with the general public.

Supervision

Work is performed under the direction of the Street & Park Superintendent or Public Works Foreman.

Essential Functions of the Job

May include, but are not limited to, the following:

1. Observe activities of the general public at the Doepke Park Shelter, Sledding hill, and Ice rinks.
2. Perform ice rink maintenance including surface sweeping, snow removal, ice repair, ice flooding, removing water from hoses, and rolling hoses.
3. Remove snow and sand walkways at the Doepke Park Shelter and other areas as requested.
4. General maintenance including but not limited to; changing light bulbs, bathroom and facility cleaning, and disposing of garbage.
5. Have personal winter weather gear including; hat, jacket, pants, gloves, boots, etc.
6. Have a personal cell phone and the ability to respond to 911 in the event of an accident or emergency.

Knowledge, Skills and Abilities

1. Able to operate a Ventrax mower/sweeper and snow blower.
2. Knowledge of the capabilities, limitations, and hazards involved in the operation of equipment.
3. Ability to interact with the public and respond to information requests, concerns and complaints.
4. Ability to follow written and oral instructions.
5. Ability to cooperate and communicate with other members of the Public Works Department, Town Board, and public.
6. Ability to conduct manual labor.
7. Ability to follow directions and complete work and establish priorities.

Physical Requirements and Work Environment:

Frequent contact with children.
May be exposed to inclement weather conditions
Exposure to noise levels ranging from moderate to very loud.

Physical Requirements:

Frequently required to stand, sit, talk and hear. The employee must routinely lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus. Ability to work under moderately safe and uncomfortable conditions where exposure to environmental factors such as noise, machinery, and where there is a risk of injury. Ability to exert moderate physical effort in sedentary to light work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing, and pulling. Will be exposed to inclement weather conditions.

Due to nature of the position, final applicant is subject to criminal background check.