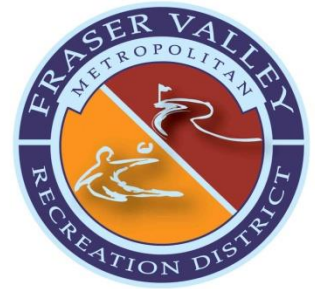


Fraser Valley Metropolitan Recreation District
P.O. Box 3348
Winter Park, CO. 80482
970-726-8968 -- 970-726-4034 (fax)



POSITION TITLE: Ice Rink Operator/Attendant
CLASS: Part-Time / Full Time – Seasonal (November 1st-April 14th)
PAY TYPE: Non - Exempt
PAY RANGE: \$11.50 - \$16.00
REPORTS TO: Parks and Athletics Manager
DATE AVAILABLE: November 12, 2018

GENERAL STATEMENT OF DUTIES: Under supervision of the Ice Rink Manager, the Ice Rink Operator performs a wide variety of daily rink tasks.

PRINCIPAL DUTIES AND RESPONSIBILITIES (ESSENTIAL FUNCTIONS):

- Ice Surface and Equipment Maintenance
- Perform ice resurfacing, edging, flooding and drill test as scheduled by Rink Manager.
- Perform general maintenance to Ice Re-surfacer and edger to include blade changes and greasing.
- Rink Facility Maintenance
- Perform building maintenance, including restroom, locker room, and meeting room cleaning.
- Set-up and clean-up for rink events; it is a key component of this position that the building interior and exterior areas be kept clean and attractive – public areas as well as locker rooms, bathrooms etc.
- Be responsible for security of the rink building to include, but not limited to, locking and closing all doors at the end of each night.
- Be familiar with all emergency and security procedures, including fire drills.
- Assist with warming hut operations, including admission, skate rentals, general sales, and skate sharpening.
- Maintain positive relationships with customers.
- Responsible for daily receipts and accountable for register sales. Ensure security of payments at end of shift and make change as needed.
- Maintain positive relationships with rink rental groups and ensure rentals remain on time.
- Monitor locker room assignments and cleanliness through shift.
- Pick-up trash around ice rink facility.
- General snow removal, shoveling/snow blowing of walkway and stairs.

OTHER DUTIES/ACTIVITIES:

- Respond to injuries or incidents as they occur. Contact proper authorities as needed.
- Follow all safety precautions while operating machinery.
- Must be willing to work nights, weekends and some holidays.
- Other duties, as assigned

QUALIFICATIONS & SKILLS: Minimum required education and experience:

- Must be at least 18 years old.
- Basic knowledge of tools, methods, and materials used in ice rink maintenance work.
- Possess a valid driver's license.
- Possess, or be able to obtain within 30 days, current American Red Cross First Aid, CPR & AED certification or equivalent.
- Ability to work well with others as well as independently.

WORKING CONDITONS:

- Work is performed mainly outside; therefore, employee will be exposed to the elements.
- Physical Labor is expected of employee.