

City of East Grand Forks Arena Operator/Zamboni Driver

General Purpose

This position works in the varied manual services in the operation and upkeep of an East Grand Forks Parks & Recreation Department operated ice arenas and surrounding grounds. Includes operating the ice resurfacer, maintaining safe and quality ice for skating, and keeping custodial care of the building.

Supervision Received

Works under the daily work direction and supervision of the Arena/Facility Supervisor and the general supervision of the Parks & Recreation Superintendent.

Essential Functions/Typical Tasks

The duties listed below 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.

- Drive and operate ice resurfacer and other various types of hand operated equipment
- Take mechanical readings and inspection of arena equipment as directed, to include Compressor Readings, Air Quality Tests, etc.
- Open and Close arena for schedule activities within your work schedule
- Provide on-site supervision of the building and its activities, to ensure safety of all users.
- Provide supervision and direction to Arena Workers/Sweepers when they are working
- Complete daily maintenance of facility to include janitorial cleaning whenever needed to maintain the arena in respectable condition
 - Daily Maintenance duties may include, but not be limited to:
 - Snow/ice removal from sidewalks and parking lots
 - Clean locker rooms, bathrooms, and spectator viewing and lobby areas by sweeping, mopping, dusting, etc.
 - Remove garbage from building daily and as needed
 - Supervise arena when scheduled
- Complete required maintenance and work log's as required by Facility Supervisor
- Follow established safety practices

PERIPHERAL DUTIES

- Performs other Parks & Recreation related duties as required or assigned.

Knowledge, Skills and Abilities

Employee must have the ability to establish and maintain a professional working relationship with associates and the general public, and be able to interact with the public in a courteous and helpful manner. Experience and knowledge of the practices and procedures of arena Ice maintenance and Zamboni Operation is desired.

Education and Experience

High School Diploma or GED; Age 18 years or older; valid driver's license.

Physical Requirements

This is heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects; work requires climbing, balancing, stooping, kneeling, reaching, standing, walking, pushing, pulling, lifting, grasping and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for depth perception, color perception, peripheral vision, preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, extreme cold, extreme heat, noise, hazards, atmospheric conditions and oils. The worker may be exposed to bloodborne pathogens and may be required to wear specialized personal protective gear.

Special Requirements

Possession of a valid driver's license in the State of Minnesota, and ability to be trained in the operation of an ice resurfacer vehicle.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

Hourly Rate & Work Schedule

Starting at \$16.67/hour

Schedule Varies from 4-30 hours per week (will include evening and weekend hours)