

LIST OF CURRENT JOB OPENINGS IN WEBER COUNTY CORPORATION. PLEASE
DISTRIBUTE TO PERSONS IN YOUR AGENCY CONCERNED WITH JOB RECRUITMENT
AND PLACEMENT

<u>JOB TITLE</u>	<u>SALARY</u>	<u>ISSUE</u>
CAMP HOST FORT BUENAVENTURA	\$7.55/HR	5/1/2015

WEBER COUNTY RECREATION - SUMMER - PART TIME - NO BENEFITS

JOB SUMMARY Under the general supervision of the Parks Manager, responsible for care and maintenance of camp grounds or park facility as assigned.

MAJOR DUTIES (Any one position may not include all of the duties listed, nor do the listed examples include all duties which may be found in positions of this class.) Will perform the following duties: Collect camp fees, user fees and canoe rental fees and issue receipts. Makes deposits with administration as required. Handle complaints concerning facilities, users and employees. Refers complainant to supervisor as required. Provide customer service to camp or parks users, including school groups, events or other tour groups. Posts reservations on area reserved through administration. Keeps all signage updated. Enforces rules and regulation of facilities and grounds. General janitorial and maintenance duties. Such as: pick up garbage, dispose of minor debris, clean restrooms, supply restrooms, clean bowery, cleans out fire pits. Mow and trim grass, trees and brush in parks as needed. Orders, pick-ups and deliveries supplies for Fort Buenaventura. Maintains parks facilities and equipment. Performs other duties in connections with the operation of the facility and/or grounds as may be assigned.

MINIMUM QUALIFICATIONS High school graduation or equivalent AND Two years experience in customer service and/or janitorial.

Basic knowledge of maintenance and janitorial practices.

Ability to maintain receipt records; ability to camp on site for extended periods of time; ability to perform work requiring light, medium, and occasionally heavy physical effort; ability to follow direction and work well with others.

SPECIAL QUALIFICATIONS Must have and demonstrate a pleasant and cooperative attitude and be able to work with sometimes difficult people in a calm and professional manner without losing their temper. Must be able to work through situations by finding a solution as beneficial as possible to parties involved. Must possess or be able to possess a valid Utah Driver's license and have a good driving record. Must have own living quarters (trailer or camper, etc.) and be able to use for extended periods of time during season/duty.

TOOLS ANDEQUIPMENT USED Vehicle, basic hand tools, mower and weed trimmer, tractor, shovels, rakes, saws, etc.

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. While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is required to walk; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms. The employee must occasionally lift and or move up to 50 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus. Work in outdoor setting, the employee must be able to perform in all types of weather conditions.

ORK 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 these functions.

The noise level in the work environment is quiet to moderately loud. The duties listed above 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.

POSITION IS OPENED UNTIL FILLED

APPLICATION MUST BE SUBMITTED TO:

Weber County RECREATION, 1181 N Fairgrounds Dr, Ogden, Ut 84404

EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER - DRUG TESTING REQUIRED