

**POSITION DESCRIPTION
SALMON POINT LABORER****NON EXEMPT****POSITION NARRATIVE**

This is an entry level position that requires an individual to take on assignments related to the operations of Salmon Point Campground. Individuals are responsible for the maintenance and up-keep of the Salmon Point Campground and related facilities including the beach and picnic area in an effort to maintain a clean and safe facility. This position summary should not be interpreted as all inclusive. It is intended to identify the essential functions and requirements of this position. The employees may be requested to perform job-related responsibilities and tasks other than those stated in this position summary in an effort to all work is done under the direction and supervision of the Salmon Point Campground Manager. This is a part time/seasonal position that is paid on an hourly basis for work as it is scheduled.

LEVELS OF AUTHORITY AND DECISION MAKING

X ROUTINE ACTIONS AND FOLLOWING THE REQUIREMENTS OF THE PROCEDURES ASSIGNED TO THE POSITION TASKS.

 DECISION MAKING RELATES TO INTERPRETTING POLICIES AND PROCEDURES AND APPLYING THOSE TO THE TASKS OF THE POSITION.

 DECISION MAKING INCLUDES RECOMMENDING POLICY AND AMENDING PROCEDURES TO IMPROVE THE EFFICIENCY OF TASK COMPLETION.

SUPERVISION

This position is supervised by the Salmon Point Manager.

EXAMPLES OF WORK (These are examples only and not meant to be the complete listing)

Will maintain the campground, beach area, picnic area, and other areas as assigned, by implementing necessary routine grounds care and equipment such as mowers, tractors, chain saws, etc. in a safe and efficient manner.

Will perform janitorial and general maintenance duties on the grounds and in buildings.

Will dispose of trash and waste from facilities on a daily basis.

Will maintain clean restrooms and report any vandalism or damage to the Salmon Point Manager.

Will take initiative to observe and report any damage or hazards of the grounds and related facilities to the Salmon Point Manager.

Performs other related work as required.

SKILLS, ABILITIES AND REQUIREMENTS OF THE POSITION

Individuals must have sufficient strength to lift various cleaning and maintenance equipment at a minimum of 50lbs.

Have the ability to work as a team, relate and work well with others.

Be available consistently once contacted and report to work at the designated time.

Provide their own transportation to and from the facility.

Have the ability to accept guidance, direction and supervision.

Have the ability to communicate effectively with the campers and individuals using the facility.

Have the ability to be a self-starter and organizer.

Proficiency in the safe and proper use of power equipment and tools, heavy and light machinery and building materials.

DESIRABLE EXPERIENCE AND TRAINING

Experience in general maintenance, custodial work and small engine knowledge is desirable.

NECESSARY SPECIAL REQUIREMENTS

High school diploma or equivalent is preferred.