

BANNOCK COUNTY
CLASS SPECIFICATION

FAIRGROUNDS MAINTENANCE ASSISTANT

Department: Fair Administration
FLSA Designation: Non-Exempt

Pay Grade: 7
Effective Date: 10/04, 08/09

Purpose of Class

Performs skilled and semi-skilled maintenance and service work on buildings and grounds, equipment and machinery, and irrigation systems; performs related work as required.

Primary Function

The primary function of an employee in this class is to perform skilled and semi-skilled maintenance, repair, inspection, and service work on the County Fairgrounds, including equipment, machinery, irrigation systems, grounds, and structures. Additional duties include soil and plant cultivation, pesticide and fertilization applications, cleanup duties and public restroom cleaning and maintenance. The work is performed under the direct supervision of the Fairgrounds Manager; on-site direction is provided to seasonal workers and volunteer, inmate, and community service groups. The principal duties of this class are performed outdoors and may include working in adverse weather conditions and hazards involving the use of power tools, equipment and hazardous chemicals.

Essential Duties and Responsibilities (will vary by assignment)

- Performs skilled and semi-skilled maintenance on buildings and structures, including painting, electrical, plumbing, carpentry, welding, and related building trades work;
- Directs and performs general grounds maintenance, including mowing, trimming, weeding, watering, aerating, and application of herbicides, pesticides, and fertilizers;
- Directs and performs general landscape and cleanup duties, including trash, debris, and manure removal;
- Maintains and cleans public restroom and drinking fountain facilities;
- Performs inspection, maintenance, and repair of fairgrounds facilities, including but not limited to, arena, race track, grandstands, stables and livestock areas, fences, gates, structures, and signs;
- Directs and performs turf, tree, flower, and shrub planting, trimming and pruning, and removal;
- Performs routine maintenance and repairs on motorized, mechanical and groundskeeping equipment;
- Performs operation, installation, maintenance, and repair of automated irrigation systems, including lines and heads;
- Provides facility and equipment security, including opening and closing and locking and unlocking facilities;
- Performs construction projects;

- Provides information and answers inquiries from the public;
- Sets up for and breaks down after programs, reservations, and special events;
- Performs snow and ice plowing and removal in winter;
- Performs all work duties and activities in accordance with County policies, procedures, and safety practices.

Other Duties and Responsibilities

- On-call during scheduled Fairgrounds events to respond to emergency situations;
- Performs other related duties as required.

Competency Requirements

Knowledge of:

- Skilled building trade skills, including but not limited to, carpentry, painting, electrical, welding, and plumbing;
- Basic grounds maintenance skills, including but not limited to, mowing, planting, weeding, pruning, irrigation, and fertilization;
- Botany, horticulture, tree identification, turf and/or pest control;
- Building custodial skills including, but not limited to, cleaning restrooms, floors, windows, and fixtures;
- Groundskeeping equipment maintenance and repair skills;
- Applicable regulations and policies regarding safe work practices, including application of herbicides and pesticides.

Ability to:

- Operate and maintain power equipment, including but not limited to, groundskeeping and turf equipment, riding and walk-behind mowers, trimmers, tractor, and related equipment;
- Operate hand tools;
- Operate welding and metal fabrication equipment;
- Operate a motor vehicle;
- Operate, adjust, and monitor automated sprinkler control systems;
- Operate heavy equipment including, but not limited to, backhoe, tractor, front loader, water truck and trailer, and dump truck;
- Follow written and oral instructions;
- Direct and supervise volunteer and inmate work crews;
- Maintain maintenance records, logs, and documentation;
- Work weekends, evenings, and holidays, as assigned;
- Communicate effectively with the public, supervisors, and other County employees.

Acceptable Experience and Training

- High school diploma or GED equivalency is preferred; and
- Two (2) years experience in building and grounds maintenance is preferred; or
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

Special Qualifications

- Idaho Class B CDL drivers license with tanker endorsement is required;
- Idaho pesticide applicators certification may be required.

Essential Physical Abilities

- Sufficient clarity of speech and hearing, with or without reasonable accommodation, which permits the employee to discern verbal instructions, discern equipment warning sounds and alarms, and communicate effectively in person;
- Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions and construction diagrams and blueprints;
- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to operate a variety of groundskeeping and heavy equipment, power and hand tools, to make adjustments to equipment, and operate a motor vehicle;
- Sufficient strength to lift objects up to 75 pounds;
- Sufficient personal mobility, agility, and flexibility to perform maintenance and repair operations and perform strenuous activities for extended periods of time in varied weather conditions in a fairgrounds maintenance environment.