

CITY OF ST. MICHAEL AND ALBERTVILLE
SKATING RINK ATTENDANT - TEMPORARY/WINTER SEASONAL

SUMMARY

Performs various tasks to maintain and monitor warming houses and outdoor skating rinks while serving the public.

ESSENTIAL FUNCTIONS OF THE JOB

- Responsible for opening and closing facilities according to rink policy.
- Supervise and monitor warming house facility and skating rink.
- Maintain and clean warming house area and restroom.
- Shovel snow to building entrance and clean skating rink surfaces of snow as required.
- Patch holes and large cracks in ice.
- Assist young skaters with skate lacing.
- Monitor skating rinks to ensure safe skating.
- Keep general skating area free from hockey play.
- Perform record keeping tasks (i.e. number of participants and other required reports)
- Provide general direction and supervision to youth and adults.
- Perform other duties as assigned.

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities be able to perform essential functions.

EDUCATION AND / OR EXPERIENCE

Must be at least 16 years of age.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operations and maintenance instructions, and procedure manuals. Ability to carry out simple verbal or written instructions necessary for the performance of semi-repetitive manual tasks. Ability to communicate effectively and appropriately in English with all age groups.

MATHEMATICAL SKILLS

Basic counting, addition and subtraction are needed.

REASONING ABILITY

Ability to work independently and to apply common sense understanding to carry out instructions provided in written, oral, or diagram form. Ability to act in a decisive manner, using good judgement. Must be able to assess problems and situations, anticipate needs and evaluate alternatives.

OTHER KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of general housekeeping techniques for building maintenance.
- Ability to maintain warming house and skating rink in a safe manner.
- Knowledge of and ability to apply basic first aid and CPR techniques.
- Ability to read and record data to maintain records. Must be able to understand and follow directions and regulations.
- Must be able to operate in an efficient and safe manner all equipment and vehicles required for the position and in accordance with City policy and direction.

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 stand, walk, sit, stoop, kneel, crouch or crawl.

The employee must regularly lift and/or move up to 25 pounds, frequently lift and /or move up to 50 pounds.

WORK 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 the essential functions.

The employee occasionally works in outside weather conditions and is occasionally exposed to extreme cold, wet and/or humid conditions.