



JOB ANNOUNCEMENT

POSITION: Seasonal Fairgrounds Worker

DEPARTMENT: Palouse Empire Fair

WAGE RANGE: \$13.50 per hour

UNION STATUS: Temporary Position

TO APPLY: Whitman County Human Resources
400 North Main Street
Colfax, WA 99111
(509) 397-6205

LOCATION: Whitman County Parks

CLOSING DATE: Open until filled

SELECTION PROCESS: Applicants must submit a signed Whitman County application form. The application will be reviewed and evaluated to determine applicants invited for an interview.

TO QUALIFY: See Human Resources for an illustrative example of duties and requirements.

In compliance with the Immigration Reform and Control Act of 1986, Whitman County will hire only United States citizens and aliens authorized to work in the United States. Documented evidence of identity and employment eligibility must be presented at time of hire.

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AMERICANS WITH DISABILITIES ACT

Persons requiring accommodation should advise us of that need.

WHITMAN COUNTY POSITION DESCRIPTION

Effective Date:	February, 2020
Position Title:	Seasonal Fairgrounds Worker
Job Family Classification #:	N/A
Department Title:	Palouse Empire Fair
Department Code:	300
FLSA Status:	Non-Exempt
Union Status:	Non-Represented/Temporary Position
Reports to:	Operations Coordinator

BASIC PURPOSE:

Perform Fairground maintenance work for the department. Seasonal position lasting approx. 3-4 months, 30-40 hours per week.

NATURE OF WORK:

This is responsible work assisting the Operations Coordinators in the maintenance of the County Fairgrounds. Maintenance activities will include light construction, and day-to-day park and facility maintenance (mowing, restroom cleanup, special projects). Maintain and care for equipment and hand tools; detect needed repairs and make simple adjustments to equipment. Work will be performed primarily at the Palouse Empire Fairgrounds.

SUPERVISION EXERCISED AND RECEIVED:

Supervision over others is not a responsibility of this position. The Operation Coordinator will provide supervision of this position.

ESSENTIAL FUNCTIONS:

Work requires contact with the general public and the use of a variety of maintenance equipment such as light duty vehicles, lawn mowers, chain saws, weed eaters, etc. Duties include driving parts and supplies to Colfax/Fairgrounds during the work day.

NON-TECHNICAL ESSENTIAL FUNCTIONS:

Ability to establish and maintain effective working relations with co-workers and the general public; ability to communicate using verbal and listening skills; ability to work independently in the performance of regularly assigned duties; perform physical labor (lifting over 40lbs., etc.), able to work outdoors in all weather conditions.

EXAMPLE OF DUTIES:

- Perform equipment, facilities and grounds maintenance work.
- Transport supplies and parts between locations.
- Perform routine and schedules maintenance on equipment and vehicles.
- Perform trail construction and restoration work involving appropriate tools.

SELECTION CRITERIA:

Ability to meet the criteria of essential job functions and non-technical job functions.

EXPERIENCE, EDUCATION AND TRAINING:

- Must be 18 years of age.
- Reliable transportation and a valid driver's license.
- Experience in parks or grounds maintenance is highly desirable.
- First Aid and CPR certification is highly desirable.
- Successfully pass a background check.
- Immigration status verified.

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