



Uintah County

Job Description

Title:	Ice Rink Attendant	Code:	815
Division:	Western Park	Effective Date:	9/21
Department:	Western Park	Last Revised:	2/23
FLSA Cat:	Non-Exempt	Pay Grade:	2

GENERAL PURPOSE

Performs **entry level routine and semi-skilled tasks** as needed to assist in the day-to-day operations of the Western Park Ice Rink.

SUPERVISION RECEIVED

Works under the general supervision of the Western Park Manager.

SUPERVISION EXERCISED

None

ESSENTIAL FUNCTIONS

Inspects ice rink, skates and other equipment for potential safety issues; ensures that patrons have a fun and safe time when using the skating rink.

Welcomes patrons; helps with ice skate selections; assists patrons who need help skating by providing aids, tips; answers customer's questions and concerns;

Properly cares for & maintains skates, gear and other equipment rented/used by patrons.

Follows all safety protocols and responds appropriately in the event of an emergency or when other potential safety concerns arise.

Assists with basic rink maintenance; assists with other duties as assigned.

MINIMUM QUALIFICATIONS

1. Education and Experience:

A. One (1) year of experience working in a customer service setting;

AND

B. Ability to ice skate at an intermediate level;

OR

C. An equivalent combination of education and experience.

2. Required Knowledge, Skills and Abilities:

Knowledge of standard procedures and policies in a retail or customer service setting; good English usage, grammar, and spelling; basic mathematics involving the use of addition, subtraction, multiplication and percentages; operation of standard office equipment; filing systems, alphabetical and numerical; computer operation; interrelationships of various departments and/or County functions.

Skill in working with the public; telephone etiquette; basic interpersonal communication, wearing ice skates and proficiency in skating on a standard ice rink surface.

3. Special Qualifications:

Must be able to comply with applicable County and departmental policies and safety.

4. Work Environment:

Tasks require variety of physical activities, generally involving muscular strain, such as walking, standing, stooping, sitting, reaching, and lifting. Talking, hearing and seeing required to safely perform essential functions. Common eye, hand, finger, leg and foot dexterity exist. Mental application utilizes memory for details, verbal instructions, emotional stability, discriminating thinking and some creative problem solving. Some travel in automobiles or equipment maybe required.

Disclaimer: The above statements describe the general nature, level, and type of work performed by the incumbent(s) assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, demands, and skills required of personnel so classified. Job descriptions are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. Management reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice. This job description supersedes earlier versions.

I _____ have reviewed the above job description. Date: _____
(Employee)