

Clinton County, Iowa Job Description

Conservation Department

| | |
|---|--|
| Job Title: Temporary Concessions Worker | Reports to: Concessions Lead; Park Supervisor |
| Department: Conservation | Pay Grade: Seasonal \$12.00/hr. |
| Revision Date: 3/01/2019,8/25/2021 | FLSA: Non Exempt Non-Union |

Summary: Prepare food, cleans, register campers, rent boats, provides customer service to campers and banquette hall guests, and sell supplies to park visitors. Answer customer questions on a wide range of topics concerning the park and park activities. Can work a maximum of 740 hours in a fiscal year.

Essential Duties: Essential job duties for this position include the following items. Other duties must be performed as assigned or required.

- Sell merchandise to customers.
- Works alone and with other store staff to prepare food items such as hamburgers, hot dogs, sandwiches, French fries, and larger meals for planned special events.
- Able to practice sanitation and hygiene in food prep.
- Will clean kitchen, banquette area, public bathrooms, and other areas as assigned.
- Rents canoes and kayaks.
- Processes walk in registrations for campground cabins and campsites.
- Serves as a point of information for park visitors. Must be knowledgeable on subjects pertaining to the park and its activities or know where to get the answers to customer questions.
- Ability to make change and deal with money.
- Must be honest, responsible, and uphold the image of Clinton County Conservation.
- Will work a nonstandard workweek.

Qualifications: To perform this job successfully, the temporary concessions worker must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the minimum knowledge, skills and abilities required.

Education/Experience:

Language Skills:

- Ability to read and comprehend simple instructions, short correspondence, and memos.
- Ability to write correspondence.
- Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

Mathematical Skills:

- Ability to add, subtracts, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to make change
- Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

Reasoning Ability:

- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Ability to interpret an extensive variety of technical instructions in mathematical or diagram form.

Physical Demands:

- Standing – Approximately greater than 2/3 of on-the-job time.
- Walking – Approximately greater than 2/3 of on-the-job time.
- Sitting – Approximately less than 1/3 of on-the-job time.
- Use of hands to finger, handle or feel – Approximately greater than 2/3 of on-the-job time.
- Reaching with hands and arms – Approximately greater than 2/3 of on-the-job time.
- Climbing or balancing – Approximately less than 1/3 of on-the-job time.
- Stooping, kneeling, crouching or crawling – Approximately less than 1/3 of on-the-job time.
- Talking or hearing – Approximately greater than 2/3 of on-the-job time.
- Tasting or smelling – Approximately less than 1/3 of on-the-job time.
- Weight lifted/Force exerted – Occasionally requires lifting of objects up to 50-100 pounds.
- Vision – Close vision (clear vision at 20 inches or less); Distance vision (clear vision at 20 feet or more); Peripheral vision (ability to observe an area that can be seen up and down or to the left and right while eyes are fixed on a given point); Depth perception (three-dimensional vision, ability to judge distances and spatial relationships); Ability to adjust focus (ability to adjust the eye to bring an object into sharp focus).

Work Environment:

- Environmental – Frequently exposed to wet or humid conditions, work near moving mechanical parts; work in high, precarious places; fumes or air borne particles. Occasionally exposed to toxic or caustic chemicals; risk of burns, electrical shock, and vibration.
- Noise – Moderate (example: business office with computers and printers, light traffic)

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.

ACKNOWLEDGEMENT: I acknowledge that this position description was reviewed with me and a copy was provided to me. I agree that I can successfully perform the essential functions and responsibilities listed above with or without reasonable accommodation.

Employee's Signature

Date