



# BISMARCK PARKS AND RECREATION DISTRICT MCDOWELL DAM CONCESSION ATTENDANT

## Position Announcement for the 2019 summer season

### Position Description

#### About Us

The **vision** of the Bismarck Parks and Recreation District is to be the leader and premier provider of public parks, programs, facilities and leisure services.

Our **mission** is to work with the community to provide residents and visitors the highest quality park, program, facility and event experience.

Our **core values** accountability, collaboration, community, diversity, integrity, and professionalism.

EOE

**Overview:** Responsibilities include the rental of recreational watercraft equipment (canoes, kayaks, paddleboats, paddleboards) and the sale of concessions to the public. Collect correct rental/concession fees, make accurate change, and assist customers with rental form agreements. Maintain accurate reports of rentals and follow established closing procedures. Monitor dock area and rental activities and clean the interior and exterior of watercraft when required.

**Job Type:** Seasonal

**Starting Wage:** \$12.75/Hour

**Hours per week:** 20-40 hrs per week (dependent on shift schedule)

Weekday shift: Monday - Friday from 1:00 pm to 9:00 pm

Weekend shift: Saturday – Sunday from 11:00 am to 9:00 pm

**Seasonal Period:** Late May through early September

**To Apply:** Application can be found at [www.bisparks.org/jobs](http://www.bisparks.org/jobs). For more information contact David Robison @ 701-226-4955

### Job Requirements

- Applicants must:
  - Be at least 16 years of age.
  - Pass a background check prior to being hired and before starting work.
  - Possess and maintain a valid driver's license.
  - Be reliable, responsible and conscientious.
  - Be capable of lifting and carrying objects up to 50 pounds alone or heavier amounts with the assistance of other employees.
- The Park District provides T-shirts, caps and any safety gear that is required to complete assigned tasks.
- Must be able to properly account for money

### Essential Functions / Other Duties and Tasks

The following statements are intended to describe the general nature and level of work to be performed by the individual within this classification. They are not to be considered an exhaustive or all-inclusive listing of the position's duties and tasks, as they may change or be adjusted, as situations require.

- Employee may be responsible for performing skilled assignments; all seasonal staff are expected to accept any assignments from McDowell Dam Supervisor.
- Employee is responsible for informing a supervisor of job related problems, damaged equipment, building damage, potential safety violations, and to keep the supervisor informed of current work assignment progress.
- Employee is responsible for safe and efficient operation of equipment, tools, and chemical handling.
- Employee may be called upon to clean rest rooms, make garbage runs and to perform other general maintenance work assignments.
- Employee is expected to be punctual and reliable in regard to assigned start times.
- Employee will assist individuals and groups as needed within the policies and procedures of the Bismarck Parks and Recreation District.
- Employee will represent the Bismarck Parks and Recreation District in a positive manner at all times.