

JOB DESCRIPTION

MAINTENANCE TEAM MEMBER

Reporting directly to the Operations Manager, this position is responsible for assisting with setup and tear down of building set-ups, general maintenance of the grounds and property, general maintenance of the equipment and other duties as assigned.

RESPONSIBILITIES AND DUTIES:

The following are illustrative of the essential functions of the job and do not include other non-essential or marginal duties that may be required. Management reserves the right to modify or change the duties or essential functions of the job at any time

- Ensures Association buildings and grounds are properly maintained.
- Full-time, non-exempt position. May be required to work long or extended hours at certain times, primarily during the Fair and large events.
- Works under the supervision of the Operations Manager, with guidance from the General Manager.
- Ensure the shop remains a clean, organized, and safe area to work.
- Track all usage of supplies and purchasing as designated by management.
- Provide general maintenance and upkeep of Fairgrounds equipment including tractors, mowers, forklifts, saws etc.
- Removal of snow from roads and entryways during the winter.
- Event support including setup/teardown of panels, chairs, tables, staging and other equipment as necessary.
- Assist with other duties as needed.

QUALIFICATIONS

- Excellent communication skills and ability to maintain effective working relationships.
- General knowledge of how to safely operate and maintain shop equipment.
- Maintain light fixtures, replacing bulbs and ballasts as needed.
- Respond to maintenance or related requests from event organizers and/or participants.
- Move heavy furniture, equipment, or supplies, either manually or by using equipment.
- Notifies management concerning the need for major repairs or additions to buildings operating systems.
- Background in irrigation, plumbing, electrical, mechanical landscaping, and lawn care an asset.

- Experience with parking and managing events preferred.
- Ability to handle multiple tasks and day-to-day operations calmly, efficiently and in a positive, cooperative manner.
- High school diploma or GED equivalent

NECESSARY SPECIAL REQUIREMENTS

- Must be 18 years of age or older.
- Must possess a valid driver's license.
- This position requires acceptable background and motor vehicle check. Must also pass pre-employment physical and drug screen.

WORKING ENVIRONMENT

- May work in an environment consisting of dirt and dust, loud noise, extreme temperature variations, crowds, livestock, and other animals.
- Daily contact with the public, often involving challenging situations and environments. Must be able to always perform in a calm demeanor in these situations.
- Frequent exposure to weather elements and conditions, including but not limited to rain, snow, hot and cold weather, dust, and wind. Must prepare accordingly and take special precautions to be able to complete job assignments and meet deadlines.

PHYSICAL DEMANDS

- Must be able to move 100% of the time throughout the facility by walking or other means.
- Occasionally lifts, carries, pulls, or pushes up to 50 pounds.
- Occasionally runs, stoops, kneels, balances, reaches, crawls and crouches while performing work duties.
- Verbal and auditory capacity enabling interpersonal communication.
- Constant use of eye, hand, and finger coordination enabling the use of machinery, equipment, and tools

COMPENSATION

- Competitive benefits package including health insurance, dental, holidays, sick and vacation leave.
- Compensation depends on experience.

HOW TO APPLY

Cover letter, resume and letters of interest should be submitted to the following address:

Lloydminster Agricultural Exhibition Association

Attn: Travis Bottorff, Operations Manager

5521-49th Ave

Lloydminster, AB/SK

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