

8647

Park Aide

Nature of Work

Under close supervision, performs a wide variety of general clerical and/or building and grounds maintenance work in a state park. Duties require some physical labor and usually vary seasonally. Performs related work as required.

Examples of Work

Attends campground; registers campers, collects fees, assigns campsites, sells firewood, ice.
Sells souvenirs, packaged food, other retail items in park gift shop, golf pro shop, or at campgrounds; rents sports equipment.
Cleans restrooms, floors, windows and does a variety of general housekeeping duties.
Attends golf course; schedules tee-off times, collects fees, oversees equipment rental and use.
Plows and shovels snow, operates sled run and rents winter sports equipment.
Mows, grass, picks up trash, chops wood, digs ditches and performs other grounds work during camping season.
Completes appropriate reports for area of assignment.

Knowledge, Skills and Abilities

Knowledge of arithmetic in order to make correct change.
Knowledge of operation of small equipment such as vacuum cleaner, buffer, chain saw, mower.
Ability to communicate both orally and in writing.
Ability to accommodate the public and create a pleasant atmosphere to ensure return business.

Minimum Qualifications

TRAINING Graduation from a standard high school or the equivalent.
SUBSTITUTION Completion of the tenth grade and two years of full-time or equivalent part-time paid experience working in a public recreational area.

Established: 9/16/93
Effective: 10/16/93