

MANZANITA LAKE CAMPER SERVICE STORE



Job Description

Position: Maintenance Worker

Reports to: Manager

Classification: Seasonal, Full-time and Part-Time, Non-Exempt

Salary Range: T.B.D.

QUALIFICATIONS:

- Must be at least 16 years of age.
- Must be able to provide a work permit if under 18 years of age.
- Previous housekeeping cleaning and sanitation experience desirable.
- Must have reliable transportation.
- Requires weekend, night and holiday work.

General Function: The Maintenance worker will provide service to the Manzanita Lake camping cabin rentals, office buildings, and restrooms including portable and campground.

ESSENTIAL JOB FUNCTIONS:

- Work as a team with the Managers, Supervisors, Cabin Host and all staff.
- Duties:
 - Cabin garbage emptied once/twice a day as needed
 - Cabin recycling emptied once/twice a day as needed
 - Front recycling emptied once/twice a day as needed
 - Laundry room cleaned
 - Front and back of store swept and hosed as needed
 - Fire pit maintained
 - Bear locker and tables cleaned
 - Handyman maintenance on cabins and store as needed
 - Assist with maintenance of restrooms, showers and cabins as needed.
 - Work with other maintenance staff and the cabin host to provide an outstanding experience for our guests.
 - Ensure guest satisfaction and prompt problem resolution.
 - Assume other duties as assigned.
 - Attend orientation training and in-service training to as required by Supervisor regarding policies, work procedures and the use and maintenance of equipment.
 - Adhere to Company dress code while on duty.

Maintain highest level of customer satisfaction in all aspects of the operations

Exceed the guests' expectations whenever possible.

At all times every employee of TCPC is to be polite, helpful and courteous to the customers.

Be a willing member of The California Parks Company performing all duties and functions as assigned to the best of his/her ability.

PERSONAL PROTECTIVE EQUIPMENT:

The Maintenance worker will use various tools and equipment on a daily basis. Footwear required shall be a work boot or a high quality athletic shoe providing ankle support. No open toe sandals or flip flops will be allowed on the job. The Maintenance worker will be knowledgeable in the safety practices and standards set by the Company, relative to the work environment he/she operates in. He/she will also make it a duty to assure that all co-workers are working with those same safety practices and standards.

PHYSICAL FUNCTIONS:

Physical requirements: O-Occasional (1-33%), F-Frequent (35-66%), C-Continuous (67-100%)

- | | | | |
|----------------------|---------------------|-----------------|--------------------|
| 1) Standing-C | 6) Pushing-F to 50# | 11) Kneeling-F | 16) Speaking-C |
| 2) Walking-C | 7) Pulling-F to 50# | 12) Crouching-F | 17) Hearing-C |
| 3) Sitting-O | 8) Climbing-O | 13) Crawling-O | 18) Seeing-C |
| 4) Lifting-F to 50# | 9) Balancing-C | 14) Reaching-F | 19) Depth Percep-O |
| 5) Carrying-F to 50# | 10) Stooping-F | 15) Handling-C | 20) Color Vision-O |

Disclaimer

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.