

## JOB DESCRIPTION



<b>Department</b>	Maintenance
<b>Location</b>	Pleasant Prairie RecPlex, 9900 Terwall Terrace, Pleasant Prairie WI 53158
<b>Job Title</b>	Zamboni Driver / Custodian
<b>Classification</b>	Hourly/Non-exempt
<b>Pay Range</b>	\$13.00 - \$17.00 per hour (PT1317)

### Job Summary

The Zamboni Driver is a part-time position that reports directly to the Ice Operations Coordinator and indirectly to the Facilities Coordinator. The primary responsibility of the Zamboni Driver position is to maintain the ice on the rinks in a manner that provides a level, smooth, safe, and a high quality of ice for the safe operation. This position does have secondary responsibilities of facility custodial duties ensuring that the Ice Arena facility is maintained to the standards set by the Facilities Coordinator. Employees in this classification perform their duties in a conscientious, professional manner and maintain the ice surfaces to ensure that all aspects of the facility are safe and enjoyable for all users.

### Job Duties

- Operates an ice resurfer (Zamboni) correctly and safely to ensure and maintain acceptable ice conditions.
- Perform routine maintenance on ice resurfacing machine as needed including refilling holding tanks, sharpening blade, refilling or charging power source.
- Prepare records and service reports of job time and materials expended.
- Assists with to set up, tear down and maintaining facility/program equipment.
- Perform general cleaning throughout the facility; this includes sweeping and mopping the rink restrooms, locker rooms, lobby, meeting rooms, bleachers and removing trash, changing lights, cleaning rink glass, etc.
- Assist with snow removal and salting sidewalks as needed
- Assist with the sharpening of rental skates (*on the job training provided*).
- Must be able to exhibit a teamwork attitude as well as self-motivation.
- Participate in and may assist with trainings and staff meetings.
- Ensure that Ice Arena, RecPlex and OSHA policies, guidelines, and safety procedures are being followed.
- Must be able to ensure the safety of patrons and take appropriate steps in emergency situations and respond to direction from supervisory staff.
- Performs other duties and special assignments as directed within the scope of the Ice and Facilities Departments.
- Performs closing duties at the ice arena and ensures all patrons have left the building at the end of the shift.
- May assist with other facility related setups throughout the RecPlex on an as needed basis.

### Physical Requirements

- Ability to perform highly skilled coordinated movements while operating the Zamboni.
- Must be able to listen and communicate effectively as well and understand operating procedures and written directives.
- High degree of public interaction and communication with exposure to periods of high-volume activity.
- Physical activities include long periods of standing, sitting, moderate lifting (20-50lbs) and moving about the facility.
- Flexible schedule; hours will be set by the Ice Operations Coordinator.

### Requirements - educational, certifications and experience

- Must be at least 18 years of age with a high school diploma or equivalent.
- Valid Driver's License required.
- Experience driving an ice-resurfacing machine is desirable, but not required.
- Must have or obtain CPR/AED and First Aid training within three (3) months of hire date.
- Certification through Servicing The American Rinks (STAR) Ice Technician Course or the Safe Ice Resurfer Operation Course, is desirable.

I have read and understand the job duties and physical requirements of this position.

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Signature

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Date

Village of Pleasant Prairie is an Equal Opportunity Employer.

