

Portage County Randolph Fair

General Maintenance Position Job Description

Work Schedule:

- Part-time position from April until the end of October or the beginning of November. During this period, work 5 days per week from 7:30am until 4:00pm with a half hour for lunch.
- *Fair Week* (last full week of August with a Monday after it) on a split shift 7:30am till 3:00pm for one worker and 3:00pm till 11:00pm for the other worker. Some weekend rental events require a maintenance worker (hours will vary depending on the event needs)

General Duties are varied and will include, but are not limited to:

- Be a good public relations person. Must work well with others and take written and verbal directions.
- Mow and trim grounds – Attention to detail in mowing and trimming is a must. Keep grounds clean.
- Ability to operate tractors, mowers & trimmer, backhoe, dump truck, and other miscellaneous machinery.
- General maintenance on equipment: repair and winterizing; repair and maintenance of buildings and grounds (fences, water systems, restrooms, etc.); Light mechanical and plumbing (no electrical)
- Clean offices and handle trash & recycling.
- Assist in preparation for fairground/building rentals and the annual county fair.
- Assist with winter storage of vehicles (in and out)

Applications are available at the Fair Website: www.randolphfair.com. Deadline for applications is **March 1, 2019**. Applications can be mailed to the fair office @P.O. Box 213 Randolph, OH 44265 or emailed to traceyk@randolphfair.com