

# Clinton County, Iowa Job Description

## Conservation Department

Job Title: Seasonal Concessions Worker	Reports to: Concessions Lead; Park Supervisor
Department: Conservation	Pay Grade: Seasonal \$12.00/hr.
Revision Date: 3/01/2019,8/25/2021	FLSA: Non Exempt Non-Union

**Summary:** Prepare food, cleans, register campers, rent boats, provides customer service to campers and banquette hall guests, and sell supplies to park visitors. Answer customer questions on a wide range of topics concerning the park and park activities.

**Essential Duties:** Essential job duties for this position include the following items. Other duties must be performed as assigned or required.

- Sell merchandise to customers.
- Works alone and with other store staff to prepare food items such as hamburgers, hot dogs, sandwiches, French fries, and larger meals for planned special events.
- Able to practice sanitation and hygiene in food prep.
- Will clean kitchen, banquette area, public bathrooms, and other areas as assigned.
- Rents canoes and kayaks.
- Processes walk in registrations for campground cabins and campsites.
- Serves as a point of information for park visitors. Must be knowledgeable on subjects pertaining to the park and its activities or know where to get the answers to customer questions.
- Ability to make change and deal with money.
- Must be honest, responsible, and uphold the image of Clinton County Conservation.
- Will work a nonstandard workweek.

**Qualifications:** To perform this job successfully, the Concession Manager must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the minimum knowledge, skills and abilities required.

## **Education/Experience:**

Must be 16 years of age due to deep fat fryers regulations.

### Language Skills:

- Ability to read and comprehend simple instructions, short correspondence, and memos.
- Ability to write correspondence.
- Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

### Mathematical Skills:

- Ability to add, subtracts, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to make change
- Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

### Reasoning Ability:

- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Ability to interpret an extensive variety of technical instructions in mathematical or diagram form.

## **Physical Demands:**

- Standing – Approximately greater than 2/3 of on-the-job time.
- Walking – Approximately greater than 2/3 of on-the-job time.
- Sitting – Approximately less than 1/3 of on-the-job time.
- Use of hands to finger, handle or feel – Approximately greater than 2/3 of on-the-job time.
- Reaching with hands and arms – Approximately greater than 2/3 of on-the-job time.
- Climbing or balancing – Approximately less than 1/3 of on-the-job time.
- Stooping, kneeling, crouching or crawling – Approximately less than 1/3 of on-the-job time.
- Talking or hearing – Approximately greater than 2/3 of on-the-job time.
- Tasting or smelling – Approximately less than 1/3 of on-the-job time.
- Weight lifted/Force exerted – Occasionally requires lifting of objects up to 50-100 pounds.
- Vision – Close vision (clear vision at 20 inches or less); Distance vision (clear vision at 20 feet or more); Peripheral vision (ability to observe an area that can be seen up and down or to the left and right while eyes are fixed on a given point); Depth perception (three-dimensional vision, ability to judge distances and spatial

relationships); Ability to adjust focus (ability to adjust the eye to bring an object into sharp focus).

**Work Environment:**

- Environmental – Frequently exposed to wet or humid conditions, work near moving mechanical parts; work in high, precarious places; fumes or air borne particles. Occasionally exposed to toxic or caustic chemicals; risk of burns, electrical shock, and vibration.
- Noise – Moderate (example: business office with computers and printers, light traffic)

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.

**ACKNOWLEDGEMENT:** I acknowledge that this position description was reviewed with me and a copy was provided to me. I agree that I can successfully perform the essential functions and responsibilities listed above with or without reasonable accommodation.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date