CITY OF EAST JORDAN
Job Description

TOURIST PARK MAINTENANCE ATTENDANT

Supervised by: Parks Director

Supervises: No Supervisory responsibility

Essential Job Functions:
An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.

- Daily operations and great customer service of Tourist Park campground and beach.
- Aiding campers in checking in and checking out
- Performs general maintenance at the Tourist Park, boat launch, and ball fields
- Maintains grounds, buildings, camping sites, beach area, boat launch, boat docks, restrooms and mowing duties within the park.
- Cleans, garbage pickup, paints, rakes beach, trims trees, plants shrubs and flowers.
- Follows up on requests from park users for service.

Requirements:
Reliability in attendance. Able to be courteous and helpful with the public. Experience in the work listed in the job description above. Good standards for finished work and willing to work hard.

02/2022