



## **\*\*Job Description\*\***

### **Downtown Business Improvement District 2018 Part-time Summer Maintenance Employee**

**Position:** Part-time Downtown Seasonal Maintenance Employee

**Wage/Salary:** \$12.50/hour + \$500 bonus after 4 continuous months of satisfactory employment

**Fair Labor Standards Act Status:** Non-Exempt

**Season:** June, July, August, September, October

**Work Week:** 10-15 hours/week, Saturday-Sunday (flexible). 6:00am to 12:00pm (flexible)

**Start Date no later than:** June 2, 2018

**Supervisor:** Operations Manager of Downtown Bozeman Partnership

#### **PRIMARY OBJECTIVE OF POSITION:**

The maintenance employee is responsible for performing basic cleaning, upkeep and maintenance services for the Bozeman downtown district. The purpose of the position is to ensure that downtown remains an attractive, clean place to visit, work, and live.

#### **MAJOR AREAS OF ACCOUNTABILITY AND PERFORMANCE:**

Performs a variety of semi-skilled technical and maintenance work in the operation, maintenance and repair of downtown public facilities, including but not limited to:

##### **Daily Tasks:**

- Empty all trash cans
- Pick up garbage from storefronts, doorways and sidewalks
- Clean up Soroptomist Park and wipe down tables and benches
- Remove stickers and posters

#### **WORKING CONDITIONS AND PHYSICAL REQUIREMENTS:**

The physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Physical demands depend upon job assignment. However, most involve outdoor work in variable climates. There is some exposure to a variety of hazards, including but not limited to heights, electrical utilities, chemical materials, allergy causing agents, and working in creeks, along sidewalks, in alleys and parking lots all of which are high traffic areas.

**Physical demands include:** dynamic balance (climbing a ladder), static balance (standing on a ladder), carrying items weighing up to 40 pounds, carrying items weighing up to 80 pounds with assistance, bending at the waist, climbing, crawling, lying on the back or stomach, kneeling, sitting, lifting, pulling, pushing, reaching over head, squatting, walking up to 2 miles, speaking, hearing, seeing, depth perception, and ability to distinguish colors.

#### **REQUIRED SKILLS:**

Ability to drive an ATV and pick-up truck.

**To apply contact:** Chase McMahon [info@downtownbozeman.org](mailto:info@downtownbozeman.org) 406-586-4008