

**HOLLISTON PARK DEPARTMENT
JOB DESCRIPTION**

POSITION TITLE: Park Attendant

Seasonal 15-20 hours per week

EXPERIENCE/QUALIFICATIONS:

- At least 16 years of age.
- Demonstrate leadership ability.
- Demonstrate administrative ability.
- Demonstrate an ability to work with the public.

PRIMARY RESPONSIBILITIES:

- Maintain daily written records.
- Handle cash transactions with the public.
- Perform maintenance duties as requested.
- Report maintenance problems to the Head Guard/Recreation Director.
- Enforce all rules, regulations, and policies.
- Maintain professional appearance.
- Attend all staff meetings.
- Attend all training sessions.
- Clean and maintain concession stand area.
- Adhere to Board of Health Regulations.
- Police area for trash and potential safety hazards. Pick up trash in park area regularly.
- Perform other duties as directed by Head Guard/Waterfront Supervisor/Recreation Director.

REPORTS TO: Head Guard/Waterfront Supervisor/Recreation Director

SALARY: \$13.50