

ORANGE COUNTY CLASS SPECIFICATION

TITLE: RECREATION ATTENDANT (SNL) **GRADE:** 99

TITLE ABBREVIATION: RECREATION ATT (SNL) **TITLE NO.:** 6558

JURIS.CL: L **SALARY CODE:** 14 **UNIT:** **EEO CODE:** SM **FLSA CODE:** NE

DEPARTMENT: PUBLIC WORKS **DIVISION:**

SUPERVISOR'S TITLE: VARIOUS

DISTINGUISHING FEATURES OF THE CLASS: This work involves assisting in various activities relating to the day to day operation of a designated recreational area or domain. This position involves responsibility for assuring public utilization of the recreational area is done in a safe and proper manner in accordance to recognized policies and regulations. Work is performed according to established policies and procedures, under direct supervision of the particular supervisor. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Maintains presence in general and in designated areas, such as picnic areas, beaches, parking lots; assures public safety and protection of property by maintaining recreation area's proper usage;
2. Performs routine maintenance work and cleaning duties both on grounds and inside building areas;
3. Observes and reports any unsafe conditions;
4. Answers public inquiries in a courteous manner;
5. Supervises parking lot usage;
6. Contacts/requests emergency services when appropriate and needed;
7. Operates a cash register and prepares statistical reports of the day's revenue and attendance;
8. Operates/controls dam draining valves as directed by administrative head or designee.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Ability to make simple arithmetical computations; ability to give and assure the compliance of simple instructions; ability to perform light manual labor; ability to read and write; ability to get along with others; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: None

ADOPTED: 12/16/95 HF

REVISED (JURS CODE): 6/1/01 kmg

REVISED: 10/31/03 MF