

**Maintenance Staff
Temporary Part--Time
SC State Fair**

Classification

Non-Exempt

Reports to

Brent Shobert, Director of Maintenance

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Date

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Job Summary

General Purpose of Position

Work closely with fair staff to ensure facilities are tidy and functional. Responsible for basic maintenance and landscaping.

Job Responsibilities

- Assist with grounds lawn care.
- Perform various types of minor repairs throughout fairgrounds.
- Assist with maintenance of the buildings.
- Assist with sweeping floors, light cleaning and taking out trash.
- Assist with cleaning buildings (inside/outside)
- Report timely to Operations Supervisor issues needing repair or any safety concerns.
- Be cooperative and professional with co-workers, vendors and contractors always.
- Assist with facility setup and teardown as needed.
- Assist maintenance staff with cleaning barns during the fair.
- Perform various other work as assigned
- Meet necessary deadlines.
- Comply with safety regulations and maintain clean and orderly work areas.

Specific to the fair responsibilities

Assists with setup and takedown of all buildings and barns as needed, including mid-fair changeovers. Along with regular duties, handles various jobs as instructed by supervisor that pertain to fair. Must be able to work entire run of the fair.

List skills needed for your position: Must be able to operate small equipment. Experience using hand and electric tools, good communication and interpersonal skills, physical stamina and dexterity. Mechanical, carpentry, electrical or plumbing skills are a plus.

Physical Demands

See attached ADA checklist.

Position Type/Expected Work Week

This is a full-time position. Much time spent outside. Days and hours of work are Monday - Friday, 7:00 a.m. to 3:30 p.m. This position occasionally requires longer hours and sometimes weekend work. During the fair hours could be 15 per day for 12 days and may walk five miles in a day each day. Must be able to work all 12 days of the fair and two days afterward.

Travel

Travel is primarily local during the business day, although limited.

Other Duties

Please note this job summary is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.