Position Title: **Parking – Vehicle Gate Attendant (Fair)**

Position Location: **Various Gates around Fairgrounds**

Reports To: **Vehicle Gate Superintendent**

Pay: **$8.40/hour**

General Purpose:

To ensure orderly flow of traffic on and off fairgrounds and to support the safe operation of fair. Verify persons or vehicle have appropriate access passes to enter fairgrounds.

Job Responsibilities:

Direct traffic as needed using flag or light wand.

Operate assigned gate ensuring orderly flow of traffic. Ensure persons/vehicles have appropriate access passes to enter grounds or RV Lot.

Operate fair radio.

Answer questions for guests, vendors, concessionaires, employees, etc.

Place cones and exit signs as needed.

Review and follow printed safety materials and safety training. Immediately report to your supervisor any safety concerns.

Review your timecard regularly and report errors to your supervisor immediately.

Follow dress code (page 24 of the employee handbook), remembering that flip-flops or open toed shoes are not permitted on any staff member.

Report to work on time at scheduled start of work shift. Reporting to work on time means you are ready to start work, not just arriving at scheduled start time.

Skills Needed:

Nonverbal communication skills

Customer service

Traffic control

Work in a variety of weather conditions including heat, cold, rain, windy, etc.

How many pounds must you be able to lift?

20 lbs.

How much time are you standing each day?

Typically, this position requires standing except when on a scheduled break.

Tentative Work Schedule/Dates:

Work schedules vary by position and day of the week. Please get an exact schedule from your supervisor.

Times subject to change depending on weather, crowds, etc.

Note: This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Duties, responsibilities and activities may change, or new ones may be assigned at any time with or without notice.