

**Village of Cuyahoga Heights
Position Description**

Position Title:	Facility Attendant	FLSA Classification:	Non-Exempt
Reports To:	Parks & Recreation Director	Department:	Parks & Recreation
Approved By:	Mayor	Final Approval/Update:	January 2025

POSITION SUMMARY

Under the general supervision of the Parks & Recreation Director the attendant maintains a safe and clean environment of recreation facilities (indoor and outdoor).

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following is an outline of the basic duties and responsibilities of the above-titled position. It describes the duties and responsibilities in the broad scope, and is not intended to be all-inclusive, and does not constitute a contract of employment. Individual(s) in this position may from time-to-time be assigned other duties as appropriate.

- Have and maintain CPR/First Aid and Food Allergy training
- Cleans restrooms and locker rooms
- Cleans offices, pool area, courts, playground, splash pad, food court and etc.
- Remove all trash from containers and take to dumpsters
- Monitor non pool recreation areas as needed
- Other duties deemed necessary by a supervisor

QUALIFICATIONS (KNOWLEDGE, SKILLS AND ABILITIES)

- Ability to positively interact with the general public
- Ability to communicate effectively and to establish/maintain successful working relationships

Minimum

Must be at least 15 years of age and reliable.

Preferred

Previous experience working with the public or cleaning.

WORKING CONDITIONS (ENVIRONMENT/PHYSICAL DEMANDS)

Environmental

Work is performed at an outdoor or indoor facility with exposure to all types of weather conditions, including exposure to the sun, and to chemically treated water.

Physical/Mental

Work requires normal physical/mental effort such as walking, standing, bending, lifting, etc.

Employee's Acknowledgement of Receipt and Understanding

I understand that this description outlines the basic duties and responsibilities of my job in the broad scope and is not intended to be all-inclusive and that I may be assigned other duties from time to time as appropriate. The duties, responsibilities, authority, relationships and accountabilities outlined above are directly related to my job and will be used when evaluating my job performance. I also understand that this position description does not constitute an employment contract between me and the Village of Cuyahoga Heights.

Employee Signature

Date

Print Name