

Berkeley County Government

JOB OPENING – EXTERNAL POSTING

TEMPORARY BOAT/MAINTENANCE ASSISTANT (PS101188)

DEPARTMENT: CYPRESS GARDENS

JOB SUMMARY/ESSENTIAL FUNCTIONS: Perform various duties as needed at Cypress Gardens which may include: ensuring that the animals and plantings are not damaged; checking paper towels, soap, etc. in events hall and outside restrooms; picking up and removing trash as needed; and paddling boats for interpretive tours. May assist with setting up and taking down tables and chairs and cleaning of buildings before/after events as needed. May assist with other duties as necessary such as loading/unloading equipment and supplies, performing routine grounds maintenance, including cutting grass, trimming shrubbery, edging along sidewalk, keeping sidewalk and grounds free of trash and debris. Also serve as security guard/staff at events as needed. This includes patrolling the grounds during social functions and coordinate with armed security guard to insure that the event runs smoothly and safely and that facilities, animals and plantings are not damaged. Check paper towels, hand soap, etc. in events hall and outside restrooms and picks up and removes trash as needed. Perform other duties as assigned. ***These duties are performed near large areas of water that are inhabited by reptiles or other wildlife in controlled and/or natural environments.***

QUALIFICATIONS:

High school graduate or equivalent, or one (1) year general work experience highly desired.

Working knowledge of grounds maintenance procedures.

Ability to read and write.

Departmental testing may be administered during interview.

A criminal background check will be completed on selected applicant if a current one is not on file.

PHYSICAL REQUIREMENTS:

While performing the duties of this job, the employee is regularly required to reach with hands and arms. Ability to paddle row boats with 6 to 13 passengers. The employee frequently is required to stand; walk; and use hands to handle, feel or operate objects, tools, or controls. The employee is frequently required to sit; climb or balance; stoop, kneel, crouch, or crawl; and talk and hear. The employee must frequently lift and/or move up to ninety (90) pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

SAFETY INFORMATION/DUTIES:

Attends all required safety training, follows safety policies and procedures and uses appropriate PPE (Personal Protective Equipment) for assigned tasks.

HOURS OF WORK/MISCELLANEOUS INFORMATION:

This position is classified as non-exempt and reports to the Skilled Technician 5. Generally, this position will be 8-29 hours per week position during the busier tourist season from March through June. Hours will be flexible due to the nature of work, including weekend work. Scheduled hours/days, job location, duties and any other information contained herein is subject to change. May be required to work extra hours and to perform extra or different duties during emergency situations.

If you are interested in applying for a position with Berkeley County Government, you will need to set up a personal account and apply online, click on "Applicant Online" from our website www.berkeleycountysc.gov and follow the prompts. For questions, contact Human Resources at 843-719-4163 (Moncks Corner); 723-3800 ext. 4163 (Charleston); or 567-3136 ext. 4163 (Saint Stephen). Computers are available in the Berkeley County Administration Building and the Libraries to apply online.

Temp Employee - Boating/Maintenance Assistant
Entry Level Hourly Rate of Pay Range: \$7.50 - \$10.00

Date of Posting: 09/10/2015
Closing Date: Subject to close at any time

BERKELEY COUNTY GOVERNMENT IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, RELIGION, COLOR, SEX, AGE, NATIONAL ORIGIN OR DISABILITY.

All employees of Berkeley County Government are employed on an "at-will" basis which means that the employee may discontinue the employment relationship at any time, with or without notice or cause, and that Berkeley County Government may discontinue the employment relationship on the same grounds.

APPLICATIONS WILL NOT BE ACCEPTED FOLLOWING THE CLOSING DATE.