

Kent County Government - Job Description **Seasonal Betterton Beach Park Supervisor**

The County Commissioners of Kent County are currently accepting applications for (2) Seasonal Betterton Beach Park Supervisors available in the Parks and Recreation Department. Candidates must be at least 21 years of age. This position requires experience in facility and park management. Applicant must have above average communication skills, be willing to work holidays, evenings and weekends May through September, and be able to work well with the public. This position requires the ability to work independently and be responsible for maintaining facility equipment, cleaning and securing the bathhouse facility and park, performing landscaping and grounds maintenance as needed. Grounds maintenance will include thorough cleaning of bathrooms and stocking supplies, picking up litter from beach and grounds, grass mowing, knowing and strictly enforcing beach and park regulations. Bilingual (English/Spanish) verbal communication skills preferred. Minimum starting rate \$16.02 per hour with no benefits.

Obtain application from <http://www.kentparksandrec.org/KCPR%20Employment%20Application.pdf> or in person at the Department of Parks and Recreation office located at 11041 Worton Rd., Worton, MD 21678. 410-778-1948. Criminal history searches and screening for illegal drug use required prior to appointment. Kent County is an EOE.

ESSENTIAL DUTIES AND RESPONSIBILITIES: Include the following. Other duties may be assigned.

Ability to operate standard maintenance equipment and mowers.

Ability to read and understand the English Language at a level sufficient to read operating manuals for motor vehicles; instructions on cleaning materials and paint cans; to write simple messages; to understandably communicate; to drive light and medium weight vehicles; may be required to operate tractors and related equipment; to operate a push and a riding mower; to make simple adjustments to building fixtures and mechanical equipment; to accept direction and to follow simple instructions; to work effectively with others and to use general purpose tools. Must be willing to learn.

SUPERVISORY RESPONSIBILITIES: This job has no supervisory responsibilities for others. Carries out responsibilities in accordance with the organization's policies and applicable laws.

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE: High school diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience.

LANGUAGE SKILLS: Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization. Ability to speak and understand English and Spanish preferred.

MATHEMATICAL SKILLS: Ability to add and subtract three digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of American money and weight measurement, decimals, volume, and distance.

REASONING ABILITY: Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS: Maryland Driver's License or equivalent

PHYSICAL DEMANDS: 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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; use hands to finger, handle, or feel; talk and hear. The employee frequently is required to sit; walk; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 50 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to outside weather conditions. The employee is frequently exposed to moving mechanical parts. The employee is occasionally exposed to wet and/or humid conditions; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; extreme cold; extreme heat; risk of electrical shock; and vibration. The noise level in the work environment is usually loud.