



TITLE	RIVER RENTAL ATTENDANT
DEPARTMENT	PARKS
SUPERVISED BY	PARKS SUPERVISOR
SUMMARY	THIS IS SEASONAL WORK PROVIDING CUSTOMER SERVICE AND RENTING RECREATIONAL EQUIPMENT TO PARK PATRONS AT WEST RIVER PARK

DUTIES AND RESPONSIBILITIES

1. Perform check-out and check-in procedures for each watercraft rental.
2. Review safety and general information with guests/customers in a friendly and courteous manner.
3. Handle monies, maintain accurate records, operate cash register, collect correct rental fees, make accurate change, assist customers with rental form agreements, and follow established closing procedures.
4. Monitor activities and dock area, distribute life jackets and ensure proper usage, clean interior and exterior of equipment including canoes, kayaks, and paddle boards.
5. Report unsafe conditions and equipment damage to the Parks Supervisor. Contact emergency services if necessary and the seasonal park patrol staff as needed.
6. Provides information about park and park programs.
7. Provide excellent customer service at all times

REQUIRED QUALIFICATIONS

Strong ability to assist the public and City staff in a friendly and helpful manner and establish effective working relationships. Ability to communicate to the public and emergency personnel and give instructions and information. Ability to handle situations with professionalism. General math skills. Understand and carry out oral and written instructions

DESIRED QUALIFICATIONS

Prior customer service experience. Knowledge of watercraft and proper operation.

WORKING CONDITIONS

Seasonal temporary position. River rentals operates from approximately June through August. Variable hours with a rotating schedule up to 7 days per week including days, evenings, weekends and holidays. Inside work and outside work in all types of weather conditions.

Starting Pay \$12.00/hour

CITY OF HUTCHINSON
ADDENDUM TO JOB DESCRIPTIONS 1995
TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT (ADA)

FOR POSITIONS: River Rentals

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 reach with hands and arms. The employee frequently is required to stand, walk and use hands to finger, handle, feel or operate objects, tools or controls. The employee is occasionally required to sit, climb or balance, stoop, kneel, crouch, and talk or hear, and smell.

The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 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.

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 occasionally works near moving mechanical parts. The employee occasionally is regularly exposed to weather related heat, wet, and/or humid conditions,

The noise level in the work environment is usually moderate.

The duties listed in job descriptions are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.