

POSITION TITLE: MAINTENANCE EMPLOYEE(S)

POSITION SUMMARY: The Maintenance Employee will work hand in hand with the Directors on projects that are prioritized. He/She will work on maintaining all county assets that are located on the grounds.

POSITION DUTIES (include, but are not limited to):

- Work with Directors on prioritized projects
- Meet and greet the public in a friendly and positive manner
- Keep all buildings in good repair
 - Be proactive for any future issues that may arise
 - Purchase supplies needed to carry out projects
- Clean bathrooms at least one time per day and multiple times per day during fair week and/or Board sponsored events
- Keep all receipts from purchasing supplies and submitting them to the Board secretary
- Follow an approved budget
- Water arena
- Work arena on a daily basis for public use
- Hang necessary signage for public
 - Grounds rules
 - Parking
 - Events
- Repair any/all broken water lines
- Work the entire week of the Fair
- Set up all tables, stages, chairs, etc. for prepare for Fair week
- Assist with camping fundraiser(s)
- Assist with winter storage fundraiser(s)