



JOB DESCRIPTION and SPECIFICATIONS

Job Title:	Facility Crew Member	Reports to:	Barns & Grounds Manager
Job Role:	Maintenance	FLSA Status:	Hourly
Work Department:	All buildings/grounds	Work Location:	NEC – Lake St. Louis, MO
Level/Salary Range:	Level I-II /\$10-14/Based on Experience	Position Type:	Full-time/Part-time

Job Description: Summary of Position

Facility Crew Members are customer-service oriented individuals responsible for helping to maintain the readiness and usability of the Center's barns, stalls, arenas, facilities and grounds. This is an indoor/outdoor work environment that often demands strenuous physical activity, and crew members must be able to perform regardless of temperatures and weather conditions. Weekend and night-time availability mandatory. Bi-lingual is preferred; experience with forklift, skid-steer and tractors is required; license for forklift, etc. highly preferred.

Job Specification: Essential Duties and Responsibilities

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Ensure that all stalls are mucked, sanitized and in safe, useable condition
- Ensure all restrooms/showers are stocked, clean, sanitized and ready for use
- Ensure that all occupied common, public areas are consistently clean, organized and well-maintained
- Deliver sold products such as shavings, hay and grain in accordance with established policies and procedures
- Perform set-up and tear-down of special event needs (e.g., risers, bleachers, competition equipment, signs, and/or decorations)
- Maintain Facility's grounds including lawn care and ice/snow removal
- Process incoming deliveries with strict adherence to proper unloading, counting and stocking procedures
- Assist maintenance personnel to complete repairs, removals, replacements and installations as needed
- (Level II) Operate tractor and water trucks to drag and water arenas
- (Level II) Operate equipment such as skid-steers, fork-lifts, zero-turn mowers, etc. for maintenance of facility
- Perform special tasks as assigned in efficient and effective manner with close attention to detail

PHYSICAL REQUIREMENTS

- Ability to lift, push, pull and/or carry 75+ lbs.
- Ability to stand, kneel, bend, twist and walk as required throughout the work day to accomplish various tasks
- Ability to work in all weather conditions
- Ability to work at night and on weekends
- Reliable, independent transportation to and from work place

This list is not intended to be all-inclusive. Employees may perform other related duties as assigned.

Full time employees in this role may be eligible for benefits such as health/dental insurance, paid time off, uniform clothing, and dining discounts. The National Equestrian Center is a Drug Free Workplace/EOE.

TO APPLY FOR THIS POSITION, PLEASE VISIT THE NATIONAL EQUESTRIAN CENTER OR FORWARD RESUME AND REFERENCES TO info@necstl.com