

STATE OF NEBRASKA CLASS SPECIFICATION
GAME AND PARKS TEMPORARY PARK WORKER I

EST: 03/82 – REV: 10/11
CLASS CODE: R82131

DESCRIPTION: Under close supervision, performs a variety of routine service tasks at a State owned recreational park or related facility. Duties performed may require light physical effort and may include cabin cleaning, table waiting and clearing, dishwashing, ticket booth operation, tour guide and archaeological assistance; performs related work as assigned.

DISTINGUISHING CHARACTERISTICS: (A position is assigned to this class based on the scope and level of work performed as outlined below.)

This is the first classification level of three within the Game and Parks Temporary Park Worker class series. Positions in this class perform entry level, manual functions according to detailed instructions. Duties increase in scope and become more specialized as the level within the series raises.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do these examples include all the duties that may be assigned.)

May dust and dry mop floors, furniture and woodwork; empty ashtrays and wastebaskets; make beds; clean, disinfect and deodorize restrooms; replace towels, soap and toilet tissue.

May receive and seat guests; wait on tables, take food orders and deliver food to tables; fill sugar, salt and pepper containers; furnish condiments; fill water glasses; make and serve coffee.

May clear tables of tablecloth, dishes, glasses and silverware; responsible for overall appearance of the dining room.

May record routine information; sort and file materials; take in cash; count change.

May conduct tours through the State's various tourist attractions; answer tourist inquiries and provide area and historical information.

May perform archaeological duties of digging for artifacts, keeping records on finds and researching historical information.

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED: (These are needed to perform the work assigned.)

Knowledge of: housekeeping, food service, storekeeping, filing or general office procedures; history, animal husbandry, wildlife or recreation.

Ability to: understand and follow instructions; communicate effectively; make simple mathematical computations; learn the history, culture and recreational use of the tourist attraction; meet and interact with the public.

MINIMUM QUALIFICATIONS: (Applicants will be screened for possession of these qualifications. Applicants who need accommodation in the selection process should request this in advance.)

No specific education or experience is required for this class.

SPECIAL NOTES:

Possession of a Food Handler's Permit required for wait staff.

Duties assigned may be limited by the provisions of Child Labor Laws (i.e. operate vehicles and powered equipment, working on ladders or roofs, working in excavations).

State agencies are responsible to evaluate each of their positions to determine their individual overtime eligibility status as required by the Fair Labor Standards Act (FLSA).