



## **Tahoe Donner Association Job Description**

**Job Title:** Cross Country Groomer I  
**Job Code:** 284  
**Department:** Cross Country  
**Reports To:** Cross Country Manager  
**Class Code:** 9180  
**FLSA Status:** Non-exempt  
**Salary Level:** Hourly 9  
**Pay Range:** \$11.08 – \$15.16 per hour  
**File Name:** XC Groomer I.doc  
**Prepared Date:** 4/6/2009, updated 10/1/2014, 9/24/15

### **SUMMARY**

The Groomer I is responsible for operating a grooming machine to prepare the cross country ski trails for skiing and to create the best skiing surface possible for the current conditions. The groomer I also performs grooming machinery inspections and maintains the groomer in working order.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following:

Other duties may be assigned.

Provide excellent customer service to customers, employees and business partners.

Operate tracked grooming equipment on cross country ski trails to create the best skiing surface possible for the conditions.

Perform inspection of equipment before and after operation of grooming machinery.

Assist with grooming machinery maintenance including checking fluid levels, condition of machinery and other areas in order to maintain grooming machinery in a safe and proper working order.

Document and report condition of grooming machinery to manager.

Operate grooming machinery and perform job duties and responsibilities in extreme weather conditions during the late evening and early morning hours of the day.

Assist with snow removal including shoveling and clearing snow from walkways, paths, equipment and other areas as necessary.

### **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**

One year certificate from college or technical school; or two years related experience and/or training in grooming; or equivalent combination of education and experience. Experience of grooming cross country ski trails to FIS standards preferred.

### **CERTIFICATES, LICENSES, REGISTRATIONS**

Requires possession of valid Class C Driver License with a driving record meeting the minimum standards required by the Association insurance carrier.

### **LANGUAGE SKILLS**

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to communicate effectively with groups of customers or employees of organization.

### **MATHEMATICAL SKILLS**

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

### **REASONING ABILITY**

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

### **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 sit; use hands to finger, handle, or feel; and communicate. The employee is occasionally required to remain stationary; move; reach with hands and arms; ascend, descend or balance; position oneself close to the ground; and use sense of smell. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance 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 moving mechanical parts and vibration. The employee is frequently exposed to fumes or airborne particles and toxic or caustic chemicals. The employee is occasionally exposed to outside weather conditions and risk of electrical shock. The noise level in the work environment is usually loud.

By signing below, I acknowledge that I have received and read the above job description.

\_\_\_\_\_  
EMPLOYEE NAME

\_\_\_\_\_  
EMPLOYEE SIGNATURE

/\_\_\_\_\_  
DATE