



Tahoe Donner Association Job Description

Job Title: XC Snow Removal Operator
Job Code: 415
Department: Cross Country
Reports To: Cross Country Manager
Class Code: 9180
FLSA Status: Non-exempt
Salary Level: Hourly 8
Pay Range: \$12.06-\$14.44/hour
File Name: XC Snow Removal.doc
Preparation Date: 10/30/14, updated 9/25/15, 12/1/16

Summary: XC Snow Removal Operator is responsible for keeping Cross Country walkway areas clear of snow using snow blowers and/or shoveling.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Provide excellent customer service to members, guests, employees and business partners.

Assist with snow and ice removal at The Cross Country Ski Area using machinery, equipment and hand tools provided.

Remove snow from walkways, entryways, stairs, ramps, roofs, vehicles, outside patios, etc. as necessary to ensure safety.

Treat areas to remove any ice buildup that may result in a hazard.

Perform minor maintenance on Snow removal equipment, (tighten chains, adjust blades height, etc).

Coordinate with manager to ensure proper operational service to snow removal equipment by maintenance staff (lubrication, hydraulic fluids, fuel, etc).

Keep an accurate log of operation times and fuel usage.

Operate and care for Association vehicles and equipment in accordance with established policies and procedures.

Observe work areas and report operating and safety problems in a timely matter.

Work safely and cooperatively with other departments.

QUALIFICATIONS To perform this job satisfactorily, an individual must be able to perform each essential duty. 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

High school diploma or general education degree (GED) and six months related experience and/or training in maintenance of buildings; or equivalent combination of education and experience.

CERTIFICATES, LICENSES, REGISTRATIONS

Class B drivers license with a driving record meeting the minimum standard required by the Association insurance carrier or the ability to obtain is required. Current Cardiopulmonary Resuscitation (CPR) and First Aid certificate recommended.

LANGUAGE SKILLS

Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write a simple correspondence. Ability to effectively present information on a one-on-one and in small group situation to customers, clients, and other employees of the 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 apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

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 individual with disability to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit and talk or hear. The employee frequently is required to walk and use hands to finger, handle, or feel. The employee is occasionally required to stand; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; 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, 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 occasionally exposed to moving mechanical parts; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; risk of electrical shock; and vibrations. 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