



## Lafayette County Human Resources

700 Main Street  
Darlington, WI 53530  
P. 608-776-4995

**Job Title:** Fair Maintenance  
**Hours:** Temporary  
**Department:** Fair & Exhibits  
**Reports to:** Fair Manager  
**FLSA:** Non-Exempt  
**Position Purpose:** Provide assistance to fair manager and fair committee in managing general operations of a successful fair.

### Required Qualifications:

- Ability to maintain confidentiality and exercise discretion
- High school age or above
- Excellent problem solving/judgment skills and a high level of attention to detail and accuracy
- Strong organizational skills and the ability to work under pressure
- Ability to handle and prioritize multiple tasks and meet deadlines
- Ability to be flexible and change tasks in a timely and efficient manner
- Experience in cleaning and general outside maintenance
- Communication skills to work with fair committee, fair manager, assistant fair manager and general public to meet needs for the fair and various events on the grounds
- Experience working with power tools preferred, or willingness to learn

### Essential Functions:

- General lawn care such as mowing, trimming fence lines and picking up debris
- Works independently and with a crew to move, maintain and organize various gates, trash barrels, gas cans, fence posts and signs
- Manual labor such as post driving, moving supplies and painting
- Assists fair manager with various requests in upkeep of buildings and grounds
- Works with fair manager, committee, volunteers and coworkers to run an organized and successful fair
- Performs general maintenance
- Disposes trash and reorganizes supplies and general maintenance tools
- Other duties as assigned

### Physical Demands:

- Full range of body motion and dexterity to allow for the significant handling, transferring, pushing/pulling, and lifting of materials and equipment
- Ability to lift, carry, push or pull up to 50 pounds and occasionally lift, carry, push or pull over 50 pounds
- Independent mobility
- Ability to sit or stand for extended periods of time
- Hand-Eye Coordination, finger dexterity, odor, color, and texture perception and discrimination, functional visual ability and depth perception, functional sound perception and discrimination, and functional verbal speech ability.



- Frequent bending, twisting, balancing, and reaching at or above and below shoulder level, as well as occasional kneeling and climbing
- Ability to wear gloves and other protective equipment and know the appropriate time they should be worn
- Ability to flex schedule to work irregular hours as assigned

**Mental Demands:**

- Must be mentally adaptable and flexible in dealing with a variety of people to create a positive work environment; may be called upon to handle difficult situations
- Must be able to deal with a variety of emotions and frustrations; emotional stability and maturity are important attributes in this position
- Must be able to resolve problems, handle conflicts, and make effective decisions under pressure
- Must be able to gain new skills and knowledge necessary for performance of essential job functions
- Must be able to give, receive, and analyze information
- Must be able to effectively communicate, providing verbal feedback and written documentation in a professional manner

**Management Statement**

This job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee. Reasonable accommodation may be made to all individuals with disabilities to perform the essential functions of this position.

