

**INGHAM COUNTY  
JOB DESCRIPTION**

**MAINTENANCE WORKER - FAIR**

**General Summary**

Under the supervision of the Maintenance Supervisor-Fair, performs a variety of preventative maintenance, repair and renovation activities on Fair buildings and equipment. Serves as a work leader to inmates and community service, seasonal, and other program workers. Participates in grounds maintenance and assists with a variety of plumbing, **carpentry** and electrical maintenance functions. Participates in renovation, set-up and tear-down activities. Monitors weekend activities, and serves as contact person for vendors and guests at weekend events.

**Essential Functions**

1. Coordinates, plans and monitors work of inmates, community service workers and volunteers engaged in grounds maintenance, custodial renovation, and other maintenance activities.
2. Monitors weekend shows, and responds to inquiries and maintenance requests of vendors and guests.
3. Preparation of buildings for **week day and** weekend shows, including repairing and maintaining stalls and pens. Sets up and tears down horse stalls and bleachers for shows, rental events, and Fair Week activities.
4. Performs maintenance work for **all** events, including dragging arenas, restroom maintenance and supplies, and trash removal. Repairs and maintains stalls and pens.
5. Participates in grounds maintenance, includes operating tractors with mowing decks and power mowers, fork lifts, backhoes, trucks with plows and salt spreaders, garbage truck, and other equipment. Mows and trims grass, plows and shovels snow, trims shrubs and trees, and performs other grounds functions including picking up litter on grounds.
6. Sweeps paved roads and plows roads in winter months.
7. Assists with plumbing repairs such as repairing leaks, replacing washers, gaskets and faucets, installing new fixtures, cleaning drain lines, and related plumbing projects.
8. Assists with electrical repairs including replacing ballasts, outlets and switches, and performing related electrical tasks.

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9. Cleans and maintains barns, multi-purpose building and other fair facilities, including removing hay/manure, sweeping, repairing broken stalls, applying barn disinfectants, dragging arenas, and replacing light bulbs. Cleans restrooms and empties trash barrels.
10. Performs maintenance on vehicles and equipment, includes changing oil, filters, and fluids, lubricating equipment, and sharpening blades.
11. Scrapes and paints buildings, fences and rails.
12. Maintains and repairs equipment such as weed whackers, lawn mowers, tractors, spreaders, trailers, wagons, and other vehicles.
13. Assists with construction and carpentry tasks including hanging barn doors and building fences. **Display case repairs, and window/glass repairs and replacements.**
14. Performs minor roof repairs, including patching, replacing flashing, and shingling.

**Other Functions**

15. May do more involved vehicle maintenance work such as brake and engine work.
16. Prepares lunches for inmates that are working at the fair grounds.
17. Participates in the set up and tear down of banners, flags, signs and decorations.
18. May have some after hours work per requests of events renters and/or guests to repair and maintain the site or facility.

*The above statements are intended to describe the general nature and level of work being performed by people assigned this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified.*

**Employment Qualifications**

**Education:** High school graduation or equivalent.

**Experience:** One year experience in the maintenance and repair of buildings and equipment and the operation of equipment related to this job. **General knowledge of livestock and related equipment and handling is encouraged.**

**Other Requirements:** Possession of a valid Michigan Driver's License.

*The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria.*

**Physical Requirements** *[This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the following requirements. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements]:*

- Walks over uneven terrain to make repairs and inspections.
- Extensive walking to inspect buildings.
- Squatting, stooping, kneeling to maintain and repair facilities and equipment.
- Climbing ladders to paint or make repairs.
- Lifting ability to remove and replace parts on building mechanical systems.
- Ability to lift and move plumbing fixtures and other equipment involved in repair tasks.

**Working Conditions:**

- Works in confined spaces.
- Works outside in varying weather conditions.
- Works in all areas of fair buildings.
- Works in cramped body positions to perform maintenance and repairs.
- Works in areas with loud noise.
- Exposure to equipment where risk exists of getting burned, bruised or scraped.
- Contact with oil and petroleum products.
- Exposure to solvents and various other chemicals.
- Exposure to gases and fumes.
- Works in areas with diesel smoke, dust and / or straw particles.

**Works outside with possible insect encounters, bee/wasp stings, or pest infestation.**