



**JOB DESCRIPTION**

<b>Job Title:</b> Assistant Ice Maker	<b>Dept:</b> Parks and Recreation
<b>FLSA Classification:</b>	<b>Grade:</b>
<b>Location:</b> Chaska Curling Center	<b>Status:</b>
<b>Reports to (Title):</b> Head Ice Maker	<b>Prepared by:</b> J. Isaacson
<b>Date Revised:</b> 3/30/17	<b>Approved by:</b>

**JOB SUMMARY**

The Assistant Ice Maker will work closely with the Head Ice Maker in preparing high quality curling ice and keeping the Chaska Curling Center in a quality and clean manner.

**RESPONSIBILITIES**

1. Daily ice maintenance- scraping, cleaning, pebbling
2. Assist with rock care/cleaning when directed
3. Vacuuming arena and curling entrances including Welcome Hall as needed
4. Ensuring equipment is stored, cleaned, and functioning properly
5. Removing trash and recycling
6. Serve a role in assisting the public and guests in the office or building
7. Yearly ice install- remove ice, clean, install houses, lines, logos, and ice
8. Flooding ice as schedule requires
9. General building maintenance- painting, cleaning as required
10. Set ice surface, air, and dew point temperatures
11. Data entry
12. Other duties as assigned

**MINIMUM QUALIFICATIONS**

**1. Education and Experience**

- High school diploma or equivalent
- Ice making experience
- Have or willing to obtain a Level 1 ice maker certification
- Understanding of ice and arena nuances

## **2. Other required Knowledge, Skills, and Abilities**

- Communication skills
- Ability to adapt to a fast-paced environment and work safe, smart, and efficiently
- Basic data entry into Excel
- Flexibility to work odd hours including late or very early

### **EQUIPMENT USED**

- Ice scraper
- Pebbler
- Vacuum
- Floor cleaner
- 7.5 foot broom
- 15 foot squeegee
- General tools

### **MENTAL & PHYSICAL DEMANDS/WORKING CONDITIONS**

#### **1. Mental Effort**

- Attention to details
- Attention to safety standards, procedures, and practices
- Communicate with staff and public
- Plan or organize

#### **2. Physical Requirements**

- Stand on ice for several hours at a time
- Walk several miles each day in preparing ice
- Ability to walk backwards carrying 40 to 50 lbs on back
- Lift heavy buckets of snow and other maintenance equipment

#### **3. Working Conditions**

- Ice arena
- Cold temperatures
- Bending, lifting, carrying
- Repetitive motion
- Office/building environment