

House and Grounds/H&G TM 1 (Sweeper)

Job Title

Maintenance

Division

00910/LB106S

Job Class

04/1

Grade

House and Grounds Supervisor

Reports to

April 2012

Date

DOLLYWOOD POSITION DESCRIPTION

I. JOB DUTIES EXIST TO PERFORM:

1. Maintain an aesthetically pleasing, sanitary environment by sweeping, picking up trash in the assigned area and cleaning up spills as necessary both indoors and outdoors on the park, including on roadways, pedestrian walkways and in landscaped and natural settings to include H & G storage areas.
2. Clean host lounges and public restrooms (as reflected in the job function check list posted in the restroom/lounge storage areas).
3. Collect refuse and recyclable material then placing in appropriate containers.
4. Develop work timetable for any assigned area to insure tasks are completed in a timely manner.
5. Perform all duties in a safe manner as set forth in the safety guidelines.
6. Management reserves the right to change and/or add to these duties.

II. EDUCATIONAL/EXPERIENCE/SKILL REQUIREMENTS

1. Work experience that demonstrates successful execution of similar duties and responsibilities in a commercial/industrial environment is preferred
2. Ability to speak, read and write English

III. PERSONALITY/ATTITUDE REQUIREMENTS:

1. Able to project Dollywood's image by being genuinely friendly and caring and by taking pride in their work
2. Must be self-motivated and disciplined
3. Must be able to prioritize and complete work assignments on a timely basis
4. Must maintain strict confidentiality and judgment regarding privileged information
5. Must display and live out Servant Qualities by being: patient, kind, humble, respectful, selfless, forgiving, honest and committed
6. Must be willing to constantly improve
7. Must have professional appearance with good personal hygiene
8. Must promote and support a "team" work environment by cooperating and helping co-workers
9. Must adapt to changes easily
10. Must tolerate a fast-paced, hectic environment
11. Must show appreciation to others
12. Must be sensitive to the needs of our Guests and feel empowered to take action to meet their needs within company guidelines

IV. ESSENTIAL FUNCTIONS NECESSARY TO PERFORM JOB DUTIES:

1. Able to display and live out Servant Qualities by being: patient, kind, humble, respectful, selfless, forgiving, honest and committed
2. Able to hear, see and speak
3. Able to speak, read and write English
4. Able to smile and make eye contact to make a friendly impression when greeting guests, vendors and other employees
5. Must have manual dexterity necessary to complete all job duties
6. Able to sit and/or stand for long/short periods

7. Able to maintain good personal hygiene
8. Able to get along with other employees to work out problems and resolve conflicts (Able to work cooperatively with others)
9. Able to comprehend instructions and retain information
10. Able to maintain dependable work attendance and flexibility with assigned work schedules including any required overtime, evenings, weekends and holidays
11. Able to tolerate a fast-paced, hectic environment
12. Able to be flexible to handle frequent changes in priorities
13. Able to prioritize tasks and complete assignments on time
14. Able to report to work without being under the influence of or smelling of alcohol
15. Able to lift 50 pounds
16. Able to operate/drive a motor vehicle
17. Able to tolerate temperatures of 0 to 120
18. Able to work outdoors
19. Able to perform other duties as assigned