

# WARREN COUNTY PARK DISTRICT

# WE ARE HIRING

## SEASONAL AND PART TIME POSITIONS

*Build your career helping people enjoy life in the great outdoors!*

*We are looking for dedicated, passionate individuals to serve in the following open positions:*

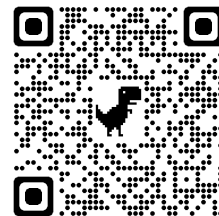
- Park Maintenance Technician I & II
- Golf Maintenance Technician I
- Golf Cart Technician
- Golf Course Ranger
- Customer Service Attendant
- Pro Shop/Boat Dock Attendant
- Facilities Maintenance Technician
- Softball Assistant

## BENEFITS

Seasonal and Part-Time positions feature Park District Perks, which provides free and discounted access to activities at the Armco Park Golf Course and Boat Dock. Part-Time Year Round positions working more than 20 hours per week feature paid vacation, sick leave, and holidays. All positions participate in the OPERS retirement plan.

## HOW TO APPLY

Job descriptions and applications are available at [www.co.warren.oh.us/jobs](http://www.co.warren.oh.us/jobs) or at the Armco Park Office at 1223 North State Route 741, Lebanon, OH 45036, Mon – Fri 9am to 4pm. **Email completed applications to [parks@co.warren.oh.us](mailto:parks@co.warren.oh.us)** or drop off during office hours. Applicants must be at least 18 years of age. Positions are subject to a post-offer drug screen & background check. Warren County Park District is an Equal Opportunity Employer.



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WARREN COUNTY PARK DISTRICT

# PARK MAINTENANCE TECHNICIAN

## SEASONAL AND PART-TIME POSITIONS

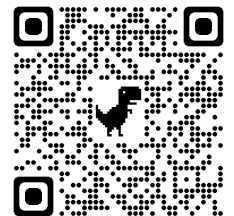
- LOCATION: Based at Armco Park or Landen-Deerfield Park, as assigned
- PAY: Starting at \$13.30 per hour for Seasonal Maintenance Tech I (Apr 1 – Oct 31)  
Starting at \$15 per hour for Part-Time Maintenance Tech II
- SCHEDULE: Mostly 1st shift weekdays with possible weekend & holiday work

## SUMMARY

**Park Maintenance Technicians** serve their community by providing clean, attractive, and safe parks. They take on an active role in performing various landscape and grounds maintenance tasks, operate a variety of park equipment, remove litter, perform custodial duties, and other duties as assigned. Park Maintenance Technicians represent the Park District in a positive and professional manner, consistently adhere to Park District policies, and work well with others on the team. This position reports to the Park Operations Manager or Chief of Operations, as assigned. See the full position description for details.

## HOW TO APPLY

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# WARREN COUNTY PARK DISTRICT GOLF MAINTENANCE TECHNICIAN

SEASONAL POSITION  
PART TIME APR 1 – OCT 31

- LOCATION: Armco Park, 1223 North State Route 741, Lebanon, OH 45036
- PAY: Starting at \$13.30 per hour
- SCHEDULE: Mostly 1st shift weekdays with possible weekend & holiday work

## SUMMARY

Seasonal **Golf Maintenance Technicians** provide customers with a superior golf play experience in the great outdoors. They take an active role in performing various landscape and grounds maintenance tasks for the golf course and assist with other park maintenance activities as needed. They operate a variety of park and golf maintenance equipment, keep assigned areas clean, neat, and well-maintained, and perform other duties as assigned. Golf Maintenance Technicians represent the Park District in a positive and professional manner, adhere to Park District policies, and work well with others on the team. This position reports to the Golf Superintendent. See the full position description for details.

## HOW TO APPLY

Job descriptions and applications are available at [www.co.warren.oh.us/jobs](http://www.co.warren.oh.us/jobs) or at the Armco Park Office at 1223 North State Route 741, Lebanon, OH 45036, Mon – Fri 9am to 4pm. **Email completed applications to [parks@co.warren.oh.us](mailto:parks@co.warren.oh.us)** or drop off during office hours. Applicants must be at least 18 years of age. Positions are subject to a post-offer drug screen & background check. Warren County Park District is an Equal Opportunity Employer.



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# SOFTBALL ASSISTANT

SEASONAL POSITION  
PART TIME APR 1 – OCT 31

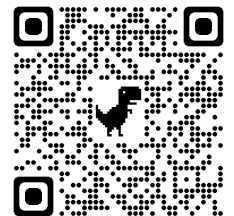
- LOCATION: Armco Park, 1223 North State Route 741, Lebanon, OH 45036
- PAY: Starting at \$13.30 per hour
- SCHEDULE: Mostly 2nd shift including weekdays, weekends and holidays

## SUMMARY

The seasonal **Softball Assistant** provides Armco Park Softball Complex tournament and league customers with a superior game play experience in the great outdoors. The position assists the Softball Coordinator in coordinating tournament and league activities, arranging event logistics, and assisting league and tournament customers. The position also assists with ballfield maintenance, operates a variety of park equipment, keeps assigned areas clean, neat, and well-maintained, and performs other duties as assigned. The Softball Assistant represents the Park District in a positive and professional manner, adheres to Park District policies, and works well with others on the team. This position works closely with the Softball Coordinator and reports to the Director of Guest Experience. See the full position description for details.

## HOW TO APPLY

Job descriptions and applications are available at [www.co.warren.oh.us/jobs](http://www.co.warren.oh.us/jobs) or at the Armco Park Office at 1223 North State Route 741, Lebanon, OH 45036, Mon – Fri 9am to 4pm. **Email completed applications to [parks@co.warren.oh.us](mailto:parks@co.warren.oh.us)** or drop off during office hours. Applicants must be at least 18 years of age. Positions are subject to a post-offer drug screen & background check. Warren County Park District is an Equal Opportunity Employer.



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# WARREN COUNTY PARK DISTRICT PRO SHOP AND BOAT DOCK ATTENDANTS

SEASONAL POSITION  
PART TIME APR 1 – OCT 31

- LOCATION: Armco Park, 1223 North State Route 741, Lebanon, OH 45036
- PAY: Starting at \$13.30 per hour
- SCHEDULE: 1st and 2nd shift & Weekends (Up to 29 hours/week)

## SUMMARY

**Golf Pro Shop/Boat Dock Attendants** give customers great outdoor experiences by scheduling and accepting payment for rentals and golf rounds, preparing food/beverages, selling related merchandise, operating cash register/point of sale systems, facilitating outings, servicing boats/golf carts, and/or the driving range, and other duties as assigned. Applicants may request to be primarily assigned to either the Golf Pro Shop or the Boat Dock, but employees will be cross-trained to assist both venues if needed. Golf Pro Shop/Boat Dock Attendants represent the Park District in a positive and professional manner, adhere to Park District policies, and work well with others on the team. This position reports to the Pro Shop or Boat Dock Supervisor as assigned. See the full position description for details.

## HOW TO APPLY

Job descriptions and applications are available at [www.co.warren.oh.us/jobs](http://www.co.warren.oh.us/jobs) or at the Armco Park Office at 1223 North State Route 741, Lebanon, OH 45036, Mon – Fri 9am to 4pm. **Email completed applications to [parks@co.warren.oh.us](mailto:parks@co.warren.oh.us)** or drop off during office hours. Applicants must be at least 18 years of age. Positions are subject to a post-offer drug screen & background check. Warren County Park District is an Equal Opportunity Employer.



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# WARREN COUNTY PARK DISTRICT CUSTOMER SERVICE ATTENDANT

SEASONAL POSITION  
PART TIME APR 1 – OCT 31

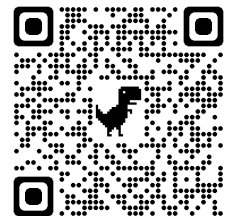
- LOCATION: Armco Park, 1223 North State Route 741, Lebanon, OH 45036
- PAY: Starting at \$19 per hour
- SCHEDULE: 1st and 2nd shift & Weekends (Up to 29 hours/week)

## SUMMARY

Seasonal **Customer Service Attendants (CSA)** take an active role in serving the community by educating park guests about park rules in a professional, polite, and respectful manner. Work includes assisting Boat Dock, Pro Shop, and other park staff, servicing and cleaning the park's reservable facilities, patrolling park grounds, opening/closing the park, coordinating customer service schedules and responses with the Park Operations Manager and office staff, performing emergency custodial responses, and other duties as assigned. Customer Service Attendants represent the Park District in a positive and professional manner, consistently adhere to Park District policies, and work well with others on the team. This position reports to the CSA Supervisor. See the full position description for details.

## HOW TO APPLY

Job descriptions and applications are available at [www.co.warren.oh.us/jobs](http://www.co.warren.oh.us/jobs) or at the Armco Park Office at 1223 North State Route 741, Lebanon, OH 45036, Mon – Fri 9am to 4pm. **Email completed applications to [parks@co.warren.oh.us](mailto:parks@co.warren.oh.us)** or drop off during office hours. Applicants must be at least 18 years of age. Positions are subject to a post-offer drug screen & background check. Warren County Park District is an Equal Opportunity Employer.



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# WARREN COUNTY PARK DISTRICT FACILITIES MAINTENANCE TECHNICIAN

## PART TIME POSITION

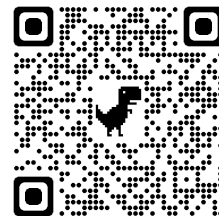
- **LOCATION:** Based at Armco Park, serves other park locations as needed
- **PAY:** Starting at \$18 per hour
- **SCHEDULE:** Mostly 1st shift weekdays with possible weekend & holiday work

## SUMMARY

The **Facilities Maintenance Technician** serves the community by providing functional, safe, and attractive park facilities. The position performs skilled labor including carpentry, plumbing, HVAC, and electrical work to keep park facilities operational and attractive. The position operates a variety of hand and power tools, keeps assigned areas clean, neat, and well-maintained, and performs other duties as assigned. The Facilities Maintenance Technician represents the Park District in a positive and professional manner, adheres to Park District policies, and works well with others on the team. This position reports to the Park Operations Manager. See the full position description for details.

## HOW TO APPLY

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# GOLF CART TECHNICIAN

SEASONAL POSITION  
PART TIME APR 1 – OCT 31

- LOCATION: Armco Park, 1223 North State Route 741, Lebanon, OH 45036
- PAY: Starting at \$14 per hour
- SCHEDULE: Mostly 1st shift weekdays with possible weekend & holiday work

## SUMMARY

Seasonal **Golf Cart Technicians** ensure a smooth experience for golf course customers by ensuring the availability of clean, reliable, and well-maintained golf carts for the use of course patrons and staff. They keep carts clean and charged, perform preventative cart maintenance, troubleshoot and repair mechanical and electrical issues, operate a variety hand and power tools, keep assigned areas clean, neat, and well-maintained, and perform other duties as assigned. Golf Cart Technicians represent the Park District in a positive and professional manner, adhere to Park District policies, and work well with others on the team. This position reports to the Pro Shop Supervisor. See the full position description for details.

## HOW TO APPLY

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# GOLF COURSE RANGERS

SEASONAL POSITION  
PART TIME APR 1 – OCT 31

- LOCATION: Armco Park, 1223 North State Route 741, Lebanon, OH 45036
- PAY: Starting at \$13.30 per hour
- SCHEDULE: 1st and 2nd shift & Weekends (Up to 29 hours/week)

## SUMMARY

**Golf Course Rangers** ensure a positive golf play experience for customers by providing excellent service while maintaining efficient golf course operations. Rangers are tasked with directing the flow of traffic on the course, enforcing facility rules, assisting customers with course etiquette, communicating issues to supervisory staff, and assisting players as needed. Rangers also fulfill the duties of the Pro Shop / Boat Dock Attendant as assigned. Golf Course Rangers represent the Park District in a positive and professional manner, adhere to Park District policies, and work well with others on the team. This position reports to the Pro Shop Supervisor. See the full position description for details.

## HOW TO APPLY

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