



JACKSON COUNTY

Human Resources Department

401 Grindstaff Cove Road, Suite A-218, Sylva, NC 28779

Phone 828.631.2212 • Fax 828.631.2266

Employment Opportunity

Please post in a location accessible to all employees

Position: **Park Attendant – 80%** *Permanent, Full-Time, Non-Exempt*

Department: Parks and Recreation

Description of Duties & Responsibilities: Position responsibilities include:

- Perform general park maintenance (plumbing, carpentry, masonry and painting).
- Cleaning and daily trash pick-up of all the parks, concession stands, restrooms and river access areas.
- Assist in setting up equipment for recreation department programs/special events.
- Enforces parks regulations.
- Assists patrons of the Park as necessary
- Perform other duties as assigned.

Education & Experience Requirements: High school diploma or GED and a valid North Carolina driver license required.

Directly related work experience preferred.

Work Schedule: Friday, Saturday, Sunday, and Monday

Starting Salary & Benefits Information: Position is an 80% position, Grade 13, Step 1 - \$18,387.46.

Jackson County provides a robust offering of employee benefits including: employer paid medical and dental benefits, participation in the Local Governmental Employees' Retirement System, paid leave (vacation, sick, and holiday), Employee Clinic, Wellness program, and supplemental benefit offerings. A full overview of benefits is available at <https://www.jacksonnc.org/employment-opportunities>

Application Requirements: Submit a completed Application for Employment (PD107) to:

Jackson County	NC Works Career Center
Human Resources Department	26 Ridgeway Street, Suite 2
401 Grindstaff Cove Road, Suite A-218	Sylva, NC 28779
Sylva, NC 28779	

The Application for Employment – State of North Carolina form PD107 - is available online at: <https://www.jacksonnc.org/employment-opportunities> or may be obtained at the Jackson County Human Resources Office or the Sylva branch of the NCWorks Career Center.

Closing Date: **July 24, 2020**

Jackson County is an Equal Opportunity Employer

*Pre-employment drug screen and criminal background checks are required
Jackson County participates in the federal [E-Verify](#) program*