



INDIANA STATE
FAIRGROUNDS
& EVENT CENTER

Job Posting

Title: Track & Facility Maintenance Technician

*For more information on this full-time benefited position, please contact Human Resources at (317) 927-7508 or email employment@indianastatefair.com. To apply for this position, please visit <http://www.indianastatefair.com/employment> and send the posted application and your resume to the email address above. The hourly rate for this position is in the range of \$13.50. Thank you for your interest.

Position Summary

The purpose of this position is to provide general maintenance for the Facility Maintenance team. Duties include, but are not limited to, assisting with maintenance of the mile and half-mile horse tracks, and performing repairs on the Speed Barns and other Fairgrounds facilities. This position requires the ability to work outside of the normal work week including weekends and holidays.

Essential Functions and Responsibilities

1. Assist in maintaining horse racing tracks.
2. Assist Maintenance Team with snow removal and spreading salt on pedestrian walkways and streets on the Fairgrounds.
3. Assist in operating and maintaining tractors, water truck, conditioners and harrows used for track maintenance.
4. Assist the Grounds Manager with minor repairs to the Speed Barns such as replacing boards and windows.
5. Perform general labor and maintenance in other Fairgrounds facilities as assigned.

Special Projects

1. This position will assist with installation and maintenance of show arenas for livestock and other events including the Indiana State Fair.

Skill Requirements

1. **Performs quality work:** Able to maintain high standards despite pressing deadlines; establishes high standards and measures; does work right the first time; tests new methods thoroughly; reinforces excellence as a fundamental priority.
2. **Strong ability to prioritize:** Able to use sound judgment in evaluating the relative urgency of various issues; appropriately classifies in terms of time sensitivity, impact, complexity, importance, etc.
3. **Excellent attention to detail:** Able to follow detailed procedures and ensures accuracy in service, documentation and data; carefully monitors processes; concentrates on details and organizes and maintains records.
4. **Excellent interpersonal skills:** Able to relate effectively to a wide range of people, personalities and demographics; is able to "connect" with others in a variety of circumstances so that people are able to feel a level of comfort and ease around that person.

5. **Strong customer focus:** Able to demonstrate a high level of service delivery; does what is necessary to ensure customer satisfaction; deals with service failures and prioritizes customer needs.

Educational/Experience Requirements

- High school diploma or GED equivalent required
- Maintain valid drivers' license
- Experience operating equipment (bobcat, backhoe, dump truck, tractor) preferred; ability to be trained is required
- Experience working with and/or comfort being around livestock

Job Complexity

Work requires some judgment in applying well-established procedures and methods.

Supervisory Responsibilities

None

Supervision Received

This position will receive moderate supervision from the Grounds Manager. Objectives and goals are established in advance, but little in the way of a course of action is generally specified or recommended.

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