

**PPC Mission Statement:**

Improving quality of life for the people of Pittsburgh by restoring the park system to excellence in partnership with government and the community. Projects and programs are conducted with respect for the environment, historic design, and the needs of our diverse region.

**Position Summary:**

The seasonal, part-time carousel operator for the PNC Carousel in Schenley Plaza job duties include climbing a six (6) foot ladder to raise and lower the protective tarp, safely operating the carousel based on the standards set by the State of PA, keeping the ride area clean and safe, ensuring proper maintenance through daily inspection checklist, and performing seasonal duties as needed. The successful candidate will have an excellent attendance record and a strong work ethic. This position represents the Parks Conservancy with community, the City of Pittsburgh, and other non-profit partners to advance the mission of the Parks Conservancy.

**Position Duties:**

Performs under the general supervision of the Visitor Service Supervisor and is responsible for, but not limited to, the following duties:

**Essential Duties:**

- Daily safe operation of PNC Carousel in Schenley Plaza.
- Performing daily maintenance inspections to ensure proper maintenance.
- Safely and appropriately climbing a six (6) foot ladder to raise and lower the protective tarp.
- Accurately and in a timely manner tracking rider attendance.
- Being an integral part in shaping the knowledge, understanding and appreciation that visitors have for Pittsburgh Parks.
- Positively and constructively addressing issues with staff, clients, vendors and tenants in a diverse work environment.
- Proactively and positively having information about the park's resources, programs and history with a diverse visitor base.
- Concisely and constructively providing input, recommendations, and support to the Conservancy staff.

**Related Work:**

- Proactively to resolve problems and conflicts that surface.
- Work is conducted at various times of the day, including during the evening, on weekends, holidays, and irregular hours as necessary to meet deadlines and achieve objectives.
- Perform other related duties as apparent or assigned.
- Keep the Visitor Experience Supervisor, and when appropriate, the Director of Visitor Experience promptly informed of matters as they relate to the department and PPC.
- Perform other related duties as apparent or assigned.

### **The Way We Work - The Employees of the Pittsburgh Parks Conservancy:**

- Work and accept responsibility to search for, create and execute new and innovative approaches to improve the performance of Conservancy strategies and objectives.
- Foster meaningful interaction among diverse individuals through the exchange of information to produce understanding.
- Continuously develop and use effective strategies and interpersonal styles to engage and guide others toward the accomplishment of identified objectives and goals in the best interest of the Parks Conservancy.
- Consistently work toward the common good of the organization and encourage others to do the same.
- Conduct themselves at all times in a professionally appropriate and respectful manner.
- Apply the proper safety/security practices according to established protocols, guidelines and policies.
- Maintain strong work ethic and demonstrate flexibility.

### **Knowledge of** (position requirements at entry)

- Outstanding customer service principles and practices within a diverse work and customer environment.

### **Skills and Ability to** (position requirements at entry):

- Understand and appropriately adhere to organization policies and procedures.
- Enjoy and provide outstanding customer service within a diverse work and customer environment.
- Solve problems; negotiate effective and appropriate solutions to difficult conflicts; and effectively handle critical, controversial, confidential, and/or sensitive matters.
- Demonstrate self-motivation and take advantage of emerging opportunities.
- Provide both oral and written communication that is easily understood and direct in its content and listen effectively to thoroughly understand the intended message with sensitivity to nuance and a communication style that is open, cordial and issues focused.
- Demonstrate proficiency in English.
- Demonstrate unimpeachable personal integrity and trustworthiness.
- Establish and maintain effective, respectful and productive working relationships.
- Show respect and sensitivity for cultural differences.
- Handle matters with highest degree of professionalism, including maintaining appropriate levels of confidentiality.
- Approach situation analysis and problem solving through the lens of racial equity, including use of effective and appropriate engagement with people from diverse communities.

### **Training and Experience** (position requirements at entry):

- Experience in customer service is preferred.

- First Aid and CPR certification required (obtained within 6 months of work start)
- The following three background clearances are required: Department of Human Services Child Abuse History Clearance; Pennsylvania State Police Request for Criminal Records Check; Federal Criminal History Record Information (CHRI)

**Equipment:**

- Ability to ascend and descend a 6 ft. Ladder
- Carousel operation – be able to press a pedal with your foot and press a button with your hand
- Ability to turn a breaker on and off

**Physical Requirements:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties.

The physical ability to walk, stand, stoop, bend, kneel, crouch, reach, pull, push, finger, feel, grasp, lift, talk, see, hear and perform repetitive motions. The ability to remain in a sitting or standing position for extended periods of time.

Operating equipment requiring continuous or repetitive hand/arm movements.

The incumbent may be required to traverse on rough, uneven terrain, as well as wet and slippery surfaces and to ascend and descend ladders to access work areas.

Exerting up to 20 pounds of force occasionally, and/or a negligible amount of force constantly to move objects. The work may occasionally involve the ability to lift up to 30 lbs.

The ability to perform job duties for extended periods of time in all weather.

Must be available all shifts, including holidays, evenings and weekends. \$10.50 per hour

Please send cover letter and resume to [info@pittsburghparks.org](mailto:info@pittsburghparks.org)

NO PHONE CALLS PLEASE