



CITY OF SARATOGA SPRINGS

EMPLOYMENT OPPORTUNITY RECREATION SPORTS OFFICIAL PART TIME

The City of Saratoga Springs currently has openings for Sports Officials; these are part-time positions with the Saratoga Springs Recreation Department of approximately five to ten hours per week. These positions are under the supervision of the Recreation Director and the Recreation Site Supervisors. The Recreation Department will try to provide the successful applicant with opportunities to grow and progress within the department.

APPLICATION PROCESS:

To apply, please submit a City application form and Cover Letter detailing sports experience in person or by mail to the City of Saratoga Springs, Human Resources, 1307 North Commerce Drive, Suite 200, Saratoga Springs, Utah, 84045, or by email to hneibaur@saratogaspringscity.com, or by fax to (801) 766-9794. Applications forms may be obtained on-line at www.saratogaspringscity.com.

SALARY RANGE:

- Hiring wage for this positions is \$10.00/hr.

BENEFITS:

There are no benefits offered as part of this position.

CLOSING DATE:

Open until filled. A first review of applications will be done on or after December 2, 2016 at 5:00pm; anything received after this date is not guaranteed a review or interviews. Send questions to Holly Neibaur at hneibaur@saratogaspringscity.com.

ESSENTIAL JOB FUNCTIONS:

- Learn, retain, and apply general sport knowledge gained by playing, officiating or coaching
- Act as the official at youth sports, games, or events

JOB QUALIFICATIONS & COMPETENCIES:

Education & Experience:

- Must be 14 years old or older

Certifications Required:

- None

Knowledge, Skills & Abilities:

- Knowledge and rules of the sport/game being officiated
- Ability to talk to adults/coaches
- Ability to manage time
- Ability to Multi-task

WORKING CONDITIONS:

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions—including but are not limited to the job functions, qualifications, and competencies listed herein—of this job in the working conditions below. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions. The successfully candidate must be able to perform under the physical demands and work environment including but not limited to the following:

- Sports Officials may be required to stand, walk, run for at least 4 consecutive hours
- Sports Officials may be required to use hands to feel objects, tools or controls, reach with hands and arms, climb, balance, stoop, kneel, crouch or crawl, and taste or smell.
- Sports Officials must be able to occasionally lift and/or move more than 20 pounds.
- Sports Officials may be required to work in outside weather conditions.

SCHEDULE AND NOTICES:

Five to ten hours weekly as scheduled by the Recreation Director, Recreation Coordinator or Site Supervisors.

SUSPENSION OF PROCESS, ETC.:

The City reserves the right to reject any and all applicants, to waive any requirement set forth in this announcement, and to hire anyone as the City Manager or designee deems to be in the City's best interest, all subject to legal requirements. Any application in response to this Announcement is at the applicant's sole risk and expense. Although the City anticipates hiring one of the applicants responding to this announcement, there is no guaranty that any responding applicant will be hired.

NOTES:

- The City will provide reasonable accommodations as needed.
- Pre-employment drug testing, proof of employment eligibility, and background check required.
- Selected applicants will be contacted with instructions on the interview process.
- Saratoga Springs is an Equal Opportunity Employer.