



## **Miles City KOA Journey Maintenance & Groundskeeping Engineer**

### **Become an Adventure Concierge at Miles City KOA!**

Are you passionate about the great outdoors? Are you eager to be a part of a dynamic team? Well, we have just the place for you...

Our park is nestled in the historic town of Miles City, MT. You will be camped where Louis and Clarke once were! Our park is located right next to the Tongue and Yellowstone Rivers in the historic area of Miles City, MT. We have over 50 mature cottonwood trees that keep our park beautifully shaded throughout the season.

Our park is privately owned by TJ and Penny Potts who want all their employees to feel like family. As part of our team, you will expand your professional skills set while helping to ensure that lasting memories are created every week.

If you're looking for a rewarding job that facilitates the ultimate work-life balance, we invite you to apply for this role at Miles City KOA.

### **Reports to:**

Penny Potts and TJ Potts

### **Job Type:**

Seasonal, Full-Time

### **Overview:**

The Maintenance and Groundskeeping Engineer is responsible for the upkeep and operation of campground buildings, facilities, equipment, and grounds. They work with a team to ensure all areas are clean, safe, and well-maintained. Duties include troubleshooting and repairing machinery and electrical systems, reading and interpreting technical manuals and blueprints, performing carpentry, electrical, painting, and plumbing tasks, and installing new fixtures and equipment as needed. Additionally, they conduct preventative maintenance and handle guest requests and work orders efficiently.

The engineer also maintains the outdoor spaces by mowing, raking, pruning, trash removal, watering plants, weeding, cleaning structures, and applying pest control. Proper maintenance of the lawn and equipment is essential, as is collaborating with team members on various tasks like painting, repairing, and debris removal. They must be knowledgeable about how to operate lawnmowers, leaf blowers, and chainsaws safely, and maintain a passion for outdoor work in all weather conditions.

### **Roles & Responsibilities:**

- Perform carpentry, electrical, plumbing, and maintenance/repairs to campground buildings, facilities, equipment, vehicles, and grounds as directed by TJ Potts.
- Comply with all safety programs and guidelines in the operation and storage of equipment, tools, and chemicals.
- Maintain compliance with the preventative maintenance program through regular inspection of facilities, buildings, cabins, vehicles, and equipment, ensuring proper functioning of heating, cooling, ventilation, plumbing, and electrical systems.

- Troubleshoot problems with equipment, determining the best solutions for repair or replacement.
- Install new fixtures, equipment, and appliances as needed.
- Safely operate and maintain the swimming pool and aquatic water features, ensuring proper pool chemistry (will be taught).
- Approach all guest encounters in an attentive, friendly, courteous, and service-oriented manner, prioritizing tasks based on importance and urgency.
- Handle daily lawn care, including mowing, weeding, raking, trimming, watering, and seeding of lawns and shrubbery, as well as maintaining garden and landscaping equipment, trucks, golf carts, and power tools.
- Operate and maintain hand tools, such as saws and shovels efficiently, and utilize insecticides, fertilizers, and chemical sprays to treat plant diseases.
- Keep grounds free from trash, litter, and debris, and empty trash receptacles.
- Raking sites after guests depart to keep gravel from grassed areas
- Guide guests to sites via golf cart
- Clean picnic tables, pedestals and sites after guests depart from park
- Touching up with latex paint of sign posts, picnic table canopies, and picnic tables
- Touching up with spray paint of pedestals, picnic tables, fire pits and water hydrants

### **Expected Results**

- Campground buildings, facilities, and grounds are well maintained and fully operational.
- Projects are completed properly, safely and timely.
- Use of safe work practices for a secure work environment for staff and campground guests.
- Make our KOA the cleanest, most welcoming KOA guests have ever stayed at

### **Qualifications & Experience**

- Basic knowledge of electrical and plumbing equipment and installation
- Basic knowledge of chemical properties, handling and usage
- Basic knowledge of propane and gasoline dispensing
- Basic knowledge or willingness to learn how to maintain the swimming pool and aquatic areas.
- Capable of working independently and as part of a team

### **Benefits & Compensation:**

- Seasonal, Full-Time (Late April to End-October).
- Pay ranges from \$15 to \$19
- Opportunity to live on-site in your own RV
- Propane at cost
- Store purchases at cost
- Laundry use included at no charge

### **Schedule**

- Up to 40 hours a week.
- May have to work overtime on occasion.
- Must be available to work weekends and holidays.

### **Physical Requirements:**

- Must be able to lift up to 50 pounds, lift and carry 25 pounds occasionally and 10 pounds regularly.
- Move, lift, carry, push, pull and place objects weighing less than or equal to 10 pounds without assistance.
- Must be able to operate various loud and vibrating maintenance tools and equipment
- Ability to stand for long periods of time and work outside in various climates
- Ability to bend, stoop, kneel, crouch, climb and move safely over uneven terrain.