

Skill Requirements for Athletic Equipment Manager

Listed below are the general skills for an Athletic Equipment Manager. Preference will be given to candidates who have these skills and knowledge. If you possess these skills and knowledge then please describe in detail your level of proficiency, the length and depth of your experience, and how you have used or obtained these skills.

_____ Basic knowledge of athletic field(s) and court dimensions.

_____ Basic knowledge of operation of industrial washers and dryers.

_____ Position requires a flexible schedule with night and weekend shifts.

_____ Skill in maintaining clean work areas and equipment.

_____ Basic knowledge of electronics (sound systems, game clocks, scoreboards).

_____ Basic computer skills (Word, Excel)

_____ Skill in the safe use of general tools and equipment (hand held and power tools).

_____ Basic knowledge of fabric repair (sewing)—By hand and machine.

_____ Skill in maintaining inventories and keeping accurate records—Computerized

_____ Ability to operate utility vehicle and small equipment (e.g. man lift, drills, leaf blowers, paint machines etc.)

_____ Ability to maintain small equipment.

_____ Ability to read, understand and follow written communications as well as oral direction.

_____ Ability to perform prolonged physical labor.— (Set- up and tear down of facilities including bleachers, score tables, tables/tents, benches and chairs) loading and unloading washers/dryers and completing equipment inventories.

_____ Ability to frequently lift up to 75 lbs. This position is frequently required to bend, kneel, squat, and work outside for periods of time. –This will be tested at Mtn. Valley Therapy like our custodians/facilities applicants.

_____ Ability to work on ladders and man-lifts

_____ Position requires positive and frequent interaction with staff, students and public

Special Qualification

Must be able to obtain within six months of hire

- **Valid State of Oregon Drivers License**
- **Athletic Equipment Managers Association Certification**

NOTICE—YOU MUST SIGN AND DATE BELOW

Any oral or written statement that is false, fraudulent or misleading contained in this application and attached materials or made in the course of any related employment process, whether made by me or by others at my request, will result in the rejection of my application, denial of employment, or dismissal from state service if discovered after employment, and in some cases, prosecution.

I certify that I have read and understand the above notice. I further certify that I personally completed this application and attached materials or requested its completion and that all statements contained herein are true and complete to the best of my knowledge.

Name

Date