

ATHLETIC EQUIPMENT ATTENDANT

DEFINITION

Performs a variety of responsible tasks of maintaining and controlling athletic and physical education equipment and supplies; issue, receive, store and repair equipment; assure that equipment and facilities are maintained in a safe, orderly and secure manner.

SUPERVISION RECEIVED AND EXERCISED

General supervision is provided by the Athletic Director or department administrative staff position.

EXAMPLES OF DUTIES

Store, issue, receive, check, repair, order and maintain inventories for equipment used in athletic activities and the Physical Education department for college sports programs.

Inspect clothing and equipment for needed repairs, repair equipment; inventory and determine condition of athletic clothing and equipment; repair uniforms as needed.

Sort and launder uniforms and towels; mend uniforms as needed; repack athletic bags with correct uniform.

Assign, clean and maintain records related to locks, lockers and combinations; wash lockers and rotate locks periodically.

Prepares uniforms, equipment and supplies for competitive games.

Set-up equipment for physical education classes and athletic events as required.

Perform related duties as required.

QUALIFICATIONS

Knowledge of:

Equipment, materials and supplies used in team and individual sports in college athletic and physical education program.

Methods of cleaning, maintaining and repairing athletic uniform and equipment.

QUALIFICATIONS (continued)

Storage and inventory principles and practices.

Appropriate safety precautions and procedures.

Recordkeeping techniques.

Health and safety regulations.

Ability to:

Maintain and control athletic and physical education equipment and supplies.

Issue, receive, store and repair equipment.

Assure that equipment and facilities are prepared in a timely manner according to established schedules.

Maintain and repair athletic clothing and uniforms.

Lift objects weighing up to 50 pounds.

Understand and follow oral and written directions.

Establish and maintain effective working relationships with others.

Meet schedules and timelines.

EMPLOYMENT STANDARDS

Minimum Requirements:

Any combination equivalent to one year sufficient training and experience to demonstrate the knowledge and abilities listed above.

Licenses and Other Requirements:

Some positions in this classification require traveling with the sports team to off-site games.