



North Houston District

Employer: North Houston District

Position: Bike Park Assistant

Employment Status: Part-Time

SUMMARY: This position is responsible for effectively communicating park rules, regulations and policies to patrons and spectators at the North Houston Bike Park.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Enforce the Park Rules
- Keep the bike park and surrounding areas free from litter and debris
- Maintain accurate shift reports, incident reports, accident reports, etc.
- Maintain a safe and secure environment for staff, spectators, and participants

QUALIFICATION REQUIREMENTS:

- Demonstrate an understanding of the Bike Park Operating Manual and rules and regulations for the bike park
- Demonstrate courtesy and tact when dealing with the public
- Complete assigned tasks in an organized and timely manner
- Arrive and leave work on time, as scheduled
- Flexibility for scheduling, including ability to work nights, weekends or holidays.

EDUCATION/EXPERIENCE:

- A high school diploma or GED is required.
- One year of experience in a related field preferred.
- BMX experience is preferred.
- The applicant must possess a valid driver's license.

APPLICATION PROCESS: For more information, contact Treena Dockery at 281-873-6433 or tdockery@northhouston.org. To submit a resume, please mail to Treena Dockery, North Houston District, 16945 Northchase Dr., Ste. 1900, Houston, TX, 77060 or fax to 281-874-2151 or e-mail to tdockery@northhouston.org.