

## **RANGE ATTENDANT**

**FLSA STATUS** - Non-Exempt

### **DESCRIPTION OF WORK**

Under general supervision, performs work involved in operation of the shooting range, monitoring shooters, enforcing regulations and performing some janitorial services.

### **DUTIES-EXAMPLES OF WORK**

#### **ESSENTIAL DUTIES:**

Monitors actions of shooters to assure safe operation; maintains, stores and assures adequate supply of ammunition and weapons; maintains the target lines; operates range computer; answers calls of shooters for information; halts shooters in event of problems and/or misconduct; assists in operation of shooting leagues; awards prizes; cleans office and range; cleans locker rooms and other assigned areas; vacuums carpet; gathers lead bullets.

**OTHER DUTIES:** Assists other sections of the Department in summer duties; mows grass; assists in irrigation; performs similar duties.

### **QUALIFICATIONS**

Basic knowledge of shooting range operation and safety and of firearms use and safety.

Knowledge of operation of the range computer.

Ability to effectively oversee operation of the range and enforce operating regulations.

Ability to clean assigned areas.

Ability to establish and maintain effective working relationships with shooters, other employees and supervisor.

### **PHYSICAL AND SENSORY REQUIREMENTS**

Ability to perform moderate physical work and to lift and carry up to 50 pounds;

Ability to stand, walk, sit, climb, bend, kneel, crawl, twist, reach, grasp, push and perform similar body movements;

Possesses hand/eye/foot coordination adequate to operate a computer and clean assigned areas;

Ability to talk and hear in person, by telephone and two-way radio;

Ability to see and read instructions and figures on a computer screen, manuals and to observe shooters.

### **EXPERIENCE AND TRAINING**

Any combination of experience and training equivalent to graduation from high school and training in firearms safety; some experience in janitorial work, computers and shooting is desirable.

**SPECIAL REQUIREMENTS:** Certification as a range officer and possession of a CDL with air brakes.