

ORANGE UNIFIED SCHOOL DISTRICT

P.E. ATTENDANT

DEFINITION

Under general supervision – marks, stores, repairs, cleans and receives girls athletic and P.E. equipment and supplies; maintains athletic equipment in good repair; keeps inventory and other records; supervises student use of the locker room and restrooms; performs a variety of daily cleaning duties in girls locker room, restrooms, and P.E. department; and related duties as assigned.

REPRESENTATIVE DUTIES

- Maintains a wide variety of sports, athletic, and P.E. equipment in good repair and in clean condition.
- Issues and/or sells clothing, equipment and supplies for use in P.E. classes and team sports and after each event or season receives; cleans, makes repairs, and stores for future use;
- Maintains records of locker assignments and combinations; changes locker combinations;
- Inventories athletic and P.E. equipment and supplies and maintains accurate records of equipment and supplies and marks them for identification.
- Administers first aid
- Inspects athletic and P.E. equipment for damage and repairs where possible;
- Assists P.E. teacher with clerical duties;
- Daily sweeps, cleans and mops showers, restrooms, locker room and girls P.E. department; cleans mirrors and drinking fountains; dusts furniture; empties waste baskets; maintains girls restroom supplies; cleans and dusts girl's P.E. Department Offices.

QUALIFICATIONS

Good knowledge of:

- Familiarity with equipment used in team and individual sports, athletic events and physical education; simple arithmetic functions; basic record-keeping methods.
- Ability to understand and carry out oral and written directions; make repairs to athletic equipment and gear; establish and maintain effective relationships with teachers, students, and the public;
- Physical work to keep equipment and assigned areas clean and orderly.
- Safe working methods and procedures.

PHYSICAL DEMANDS

Positions in this class perform work which involves the frequent lifting, pushing and/or pulling of objects which may approximate 50 pounds and may occasionally weigh up to 100 pounds.

EXPERIENCE AND EDUCATION

Equivalent to: Graduation from high school; and good work history, including some background and experience in athletics and physical education.