

New York State Department of Civil Service
Division of Classification & Compensation

Tentative Classification Standard

Occ. Code 6925200

State Fair Worker, NS

6925200

Brief Description of Class Series

State Fair Workers perform manual tasks, including grounds work, cleaning, parking and maintenance services as members of a work crew for events held on the State Fairgrounds in Syracuse.

These positions are found only in the Department of Agriculture and Markets.

Distinguishing Characteristics

State Fair Worker is a generalist class; incumbents work on a seasonal, casual or on-call basis. They are characterized by the diversity of the basic, manual tasks that they perform, unlike the titles listed under Related Classes where positions spend the majority of work time performing more specialized activities.

Related Classes

Facility Operations Assistants 1 perform a combination of maintenance, grounds, laborer, parking services, and custodial duties, and operates motor driven vehicles and equipment.

Facility Operations Assistant 1 and 2 (Grounds) are responsible for maintaining the appearance and condition of grounds, athletics fields, walkways, and roads at State facilities.

Parking Services Attendants are responsible for an assigned parking area or small parking lot or facility. They provide information to the public, ensure that users are authorized to park in specific areas, are responsible for the security of their assigned area, and may collect parking fees.

Cleaners perform an assortment of manual tasks requiring light, medium, and heavy physical effort in cleaning and caring for an assigned area in buildings, adjacent grounds and walkways.

Maintenance Assistants perform semiskilled, routine, repetitive maintenance, installation, and repair tasks in one or a combination of the mechanical, building construction, motor equipment, and electrical trades. Incumbents may also perform journey-level activities under supervision, or after receiving detailed instructions, to learn and perfect their skills.

Illustrative Tasks

Performs a variety of tasks in support of event parking and safety on State Fair property.

- Greets and assists visitors with directions to parking areas and in locating various buildings on the property. Provides information on general policies regarding such areas as parking, grounds, facility use, and fees for parking and events.
- Controls access and directs vendors, patrons, and employees to designated parking areas.
- Assists with special parking needs.

Performs a variety of tasks in support of ticket sales and box office operations.

- Sells tickets to events held on the State Fairgrounds and enters information into ticketing system.
- Ensures all sales records are up to date and review receipts and records for accuracy.
- Resolves customer service issues with ticket problems such as lost tickets, tickets never receive, and special inquiries.
- Confers with customers to determine proper service requirements and preferences including special services such as accommodating those with disabilities.
- Assembles information packets that may include tickets, policies, itineraries, event information, program guide

Assists in maintaining smooth traffic flow during events by setting up traffic cones, signage, barricades and other equipment.

- Collects fees and issues parking permits or special passes.

Assists in the cleaning, care, upkeep and beautification of State Fair buildings, grounds, structures and spaces.

- Picks up and removes hazardous articles, trash and rubbish which may be on floors, furniture, equipment and grounds; and places them in designated receptacles or in appropriate places.
- Sweeps and cleans buildings and grounds using mops, brushes, detergents, buffers, floor scrubbers and other cleaning implements.
- Empties trash and other waste containers.
- Cleans building facilities and restrooms, and restocks supplies as necessary.

Assists in the maintenance of buildings, facilities and grounds, including parking areas, roadways, sidewalks and walkways, stables, exhibit buildings, grandstand, dirt track, coliseum, amphitheaters, green areas and other outdoor spaces.

- Shovels snow, applies salt and other ice melts, and sweeps, rakes, shovels, and/or picks up debris, trash, and other obstructions from these areas.
- Clears drainage ditches and catch basins.
- Trims and removes weeds and overgrowth, prunes and trims trees, plants, shrubs, and other greenery. Plants flowers, shrubs, and trees.

Grooms horse show rings or dirt racetrack.

- Removes manure from stables and roadways during horse shows.

Uses a leaf blower and yard tools to clean up outdoor areas.

- Uses a power washer to clean exterior surfaces such as areas of the Grandstand.
- May operate equipment such as forklifts, small tractors, light construction equipment, scissor lifts, and trucks to maintain buildings and grounds.
- May operate snow blowers, snow plows, lawn mowers, gas and electric trimming and cutting equipment, tractors, and other power equipment in the removal of snow and maintenance of green spaces.
- May mix and apply over-the-counter pesticides, herbicides, and fertilizers in accordance with federal and State regulations.

Performs various manual labor tasks in support of State Fairgrounds operations.

- Prepares buildings for events by setting up equipment including demonstration equipment, portable animal stalls, chairs, tables, benches, picnic tables,

bleachers, stage and barricades. Breaks down and stores equipment and furniture after events.

- Loads and unloads truck deliveries.
- Picks up and delivers supplies, furniture, packages, and equipment.
- Moves items, equipment, furniture or supplies to and from storerooms and/or warehouses.
- Runs wires, sets up and inventories AV equipment as needed.

Assists maintenance positions by performing unskilled and routine maintenance and repair activities.

- Unclogs toilets and sinks, and flushes and repairs gutters and drains.
- Replaces light bulbs and tubes, fuses, and faucet washers and gaskets.
- Carries supplies and equipment, erects ladders and scaffolding, and removes materials from construction or maintenance sites.
- Prepares and paints various surfaces.
- Performs routine maintenance and repair tasks
- Assembles modular furniture based on written instructions or schematics.
- Mixes mortar, plaster, and other building and construction materials.
- Hangs pictures and other decorations; installs blinds and other window treatments.
- Repairs or replaces shelves, locks, screens, and other simple equipment.
- Notifies maintenance staff when repairs are needed to the various buildings, equipment or property.

Performs various tasks related to the preparation and service of food and beverages in concessions or restaurants.

- Prepares and serves simple foods and beverages.
- Cleans and organizes dining and service areas.
- Maintains sanitation, health, and safety standards in work area.

Transports patrons to various points on the State Fairgrounds, ensuring safety procedures have been followed.

- Drives a full-size passenger bus or tram to transport patrons from parking lots to event facilities.

Follows safety rules for patrons and visitors boarding and exiting buses or trams.

Complies with traffic regulations and operates buses or trams in a safe and courteous manner.

Inspects vehicles before and after use to check the condition of tire pressure, brakes, windshield wipers, lights, oil, fuel, water, and safety equipment; and ensures that everything is in working order.

- Inspects bus or tram after use to check if there are any remaining passengers on the bus or tram and turns in any items to the lost and found.

Operates basic hand and power tools and equipment in performing unskilled tasks.

Minimum Qualifications

There are no education or experience requirements. Candidates must have physical ability to perform work consisting of light or medium to heavy physical labor. When required to operate motor vehicles, candidates must possess a valid New York State driver's license appropriate for the type of vehicle to be operated.

Note: Classification Standards illustrate the nature, extent, and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all the work that might be appropriately performed by a class. The minimum qualifications above are those required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum requirements for appointment or examination.

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