

## **ATHLETIC/PHYSICAL EDUCATION EQUIPMENT ASSISTANT**

### **CLASS SUMMARY**

Under general supervision – receives, issues and maintains athletic and physical education equipment; supervises and maintains assigned physical education areas in a clean and sanitary condition; performs related duties as required.

### **REPRESENTATIVE DUTIES**

Receives, marks, stores and issues, washes, cleans, sews, and repairs varied types of athletic and physical education uniforms, equipment, and supplies; assists in maintaining inventory and listing needed replacements; cleans storage and training rooms; operates laundry equipment; maintains specialized equipment in good repair; attends games and contests; may drive school vehicles to games.

### **ORGANIZATIONAL RELATIONSHIPS**

This position reports to the designated supervisor or administrator.

### **DESIRABLE QUALIFICATIONS GUIDE**

#### **Training and Experience**

Any combination of training and/or experience equivalent to graduation from high school and one year of experience including stores, general maintenance, laundry, or similar responsibilities, in connection with athletics or team sports.

#### **Knowledge and Abilities**

Knowledge of: stockroom procedures; practical maintenance methods and sanitary cleaning practices; the gear and equipment used in athletics and physical education.

Ability to: maintain and repair uniforms and equipment; learn operations of laundry equipment (e.g., washer, dryer, sewing machine); ability to follow oral and written directions; ability to keep simple records; ability to work cooperatively with coaches, students, and others.

License: valid California Motor Vehicle Operator's License.