CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE
7th DISTRICT AGRICULTURAL ASSOCIATION
MONTEREY COUNTY FAIR
MAINTENANCE WORKER, DISTRICT FAIRS DUTY STATEMENT

I. PROGRAM/POSITION IDENTIFICATION

The 7th District Agricultural Associations (DAA) strives to produce the Monterey County Fair and is a 22 acre facility that operates as a multi-purpose, multi-functional, year-round facility accommodating a variety of interim events.

Under the direction of the Maintenance & Operations Supervisor, the incumbent is responsible for performing a wide variety of maintenance functions necessary to maintain and operate the facilities of the DAA.

Classification:	**Maintenance Worker, District Fairs**
Working Title:	**Maintenance Worker, District Fairs**
License or Other Requirement:	**Valid California Driver's License**
Position Number:	**014-000-6760-999**
Division:	**7th DAA, Monterey County Fair**
Location:	**Monterey**
Date Prepared:	**April 22, 2026**
Work Hours/Shift:	**40 hours per week, may be required to work shifts other than 8:00 am to 5:00 pm**

II. ESSENTIAL AND NON-ESSENTIAL JOB FUNCTIONS

ESSENTIAL FUNCTIONS:

Function #1 - Interim Events **40%**

- Ensure all facilities are clean, safe, and functional prior to and after each event.
- Work with various interim groups to ensure their special requests are arranged in time for their event.
- Set up tables, chairs, stages, and any other additional equipment needed for all interim events as needed.
- Post event, tear down events and clean and store all equipment.
- Review interim sheets provided prior to event date and review the time, material, and equipment used by various events to establish proper charges to be made for each event.

Function #2 –RV Park and Satellite Facility **35%**

- Provide general maintenance and janitorial services to RV Park and the Satellite Wagering Facility daily.

- Ensure operations and maintenance of all equipment in the RV Park and Satellite Wagering Facility including the commercial kitchen.
- Maintain inventory of equipment for the maintenance and upkeep of the facilities in these locations.
- Keep records of items ordered and items on hand.

Function #3 – Facility Maintenance 20%

- Provide buildings and grounds maintenance for all facilities on site making sure that all equipment is in working order.
- Have knowledge of general maintenance and repair including plumbing, painting, landscaping and grounds maintenance.
- Ability to operate equipment such as blowers, sweepers, tractors, loaders and fork lifts.

NON-ESSENTIAL FUNCTIONS:

Function # 4 - Miscellaneous 5%

- Perform other job-related duties as required.

III. WORK ENVIRONMENT

The duties of this position are primarily outdoors assisting the maintenance crew. The employee may be required to operate various equipment, including but not limited to: a forklift, loader, blowers, tractor, etc., while performing duties.

Incumbent must be willingness to work irregular or unusual hours and to be subject to call as required.

IV. Employee's Statement

Initial applicable statement

I have read and understand the duties and essential functions of the position. **I understand Reasonable Accommodation[1] and how it applies to essential functions. I can perform the duties of this job**

without Reasonable Accommodation.

OR

I have read and understand the duties and essential functions of the position. I understand Reasonable Accommodation[1] and how it applies to essential functions. **I will need Reasonable Accommodation to perform one or more of the essential functions described in this duty statement.**

Employee Signature[2] Date Supervisor Signature Date

[1] A reasonable accommodation is an adjustment or modification to a job or workplace that allows qualified employees or prospective employees to perform the essential functions of the job successfully.

[2] Duties of this position are subject to change and may be revised as needed or required. If/when duties change you will be provided a revised duty statement to sign.