

The City of Graham is looking for a Full-Time Arena Operations Assistant to work under the Young County Arena Manager. The Operations Assistant would assist the Arena Manager in operations of Young County Arena including event set up, ground maintenance, scheduling, presentation of the arena and production of events while maintaining a professional manner. The position will require someone who is able to operate equipment such as tractors, skid steer, water truck etc. The ideal candidate would be required to maintain arena dirt daily and prepare dirt as requested per event. Other duties include: providing stalls and RV hookups to contestants, assisting event producers with needs for set up, handling of money and preparations of stalls. Some nights and weekend will be required. Other various arena facility maintenance will be required as necessary. Qualifications: HS Diploma; Experience Preferred; Ability to Perform Physical Labor; Professional Attitude and Appearance; Ability to Work Well with Others; Drug Testing Required. Please bring Resume to Graham City Hall, Attn.: Brandon Anderson at 429 Fourth Street or mail to P.O. Box 1449 or email to banderson@grahamtexas.net. For more information contact City Manager, Brandon Anderson at 940-549-3325.