



## **Employment Opportunity**

### **Fire Arms Facility Range Officer - Hap Baker Firearms Facility**

**\$10.27 hourly salary**

**Contractual Position – 15 hours weekly (may require evening and weekend hours)**

**Apply By: Monday, February 11, 2019 @ 5:00 p.m.**

**Applications will be processed and interviews scheduled as received**

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**GENERAL RESPONSIBILITIES** Operates and maintains County Outdoor Firearms Facility on a self-supporting basis through generated revenues.

**ESSENTIAL TASKS** include the following; other duties may be assigned

1. Enforce Facility rules and regulations equitably and consistently. Enforce local and state ordinances that protect Facility users and public alike.
2. Establish and implement control measures that Facility users must adhere to. Monitor the use of the Facility by checking for/issuing daily or annual badges.
3. Develop and carry out maintenance checklists for grounds, facilities and equipment. Maintain accurate records on Facility use, maintenance and costs.
4. Assist in generating revenues through the sale of Facility badges, target sales, organized competitions and special programs.
5. Prepare financial, accident and various other reports and logs; maintains inventory of Facility equipment and supplies.
6. Protect immediate environment, including flora and fauna, from vandalism, damage or injury

### **EDUCATION AND EXPERIENCE**

1. High school diploma or general education diploma (GED)
2. Training/experience/course work or any combination thereof in firearms instruction and safety.
3. Experience in dealing with the public; experience in operating and managing a firearms facility.\*

\* A comparable amount of training and experience may be substituted for the minimum qualifications.

### **CERTIFICATES, LICENSES, REGISTRATIONS**

May require a valid driver's license

### **SPECIAL REQUIREMENT**

1. Criminal background check as a condition of employment
2. Certification in CPR and First Aid

A Carroll County Government job application is required for this position

**Apply on-line: ccgovernment.carr.org**

Call the Carroll County Job Hotline at (410) 386-2020 to request an employment application or call (410) 386-2129 for employment inquiries

**Posted:** 1/24/19  
**(19.56)** **Carroll County is an equal opportunity employer**

The County Commissioners of Carroll County recognize the rights of all people, including County employees, to equal opportunity. Discrimination against County employees on the basis of age, religion, gender, race, color, national origin, sexual orientation, marital status, physical or mental disability is strictly prohibited. The Americans with Disabilities Act, Titles I and II, applies to County government employment. If you have questions, suggestions, or complaints, please contact Kimberly L. Frock, Director and Carroll County Government Americans with Disabilities Coordinator for employment, at the Department of Human Resources (410-386-2129) or Md. Relay 711/800-735-2258. The mailing address is 225 North Center Street, Westminster, MD 21157.