

LEO M. DROZDOFF, P.E.  
Director

BRIAN SANDOVAL  
Governor

Address Reply to:

Department of Conservation and  
Natural Resources

901 S. Stewart Street,  
Suite 5005  
Carson City, NV 89701-5248

DAVID K. MORROW  
Administrator

## STATE OF NEVADA

Northern Region Office  
16799 Lahontan Dam  
Fallon, NV 89406  
Phone: (775) 867-3001  
Fax: (775) 867-4559



Phone: (775) 684-2770  
Fax: (775) 684-2777  
stparks@parks.nv.gov  
http://parks.nv.gov

Southern Region Office  
4747 Vegas Drive  
Las Vegas, NV 89108  
Phone: (702) 486-5126  
Fax: (702) 486-5186

### DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES DIVISION OF STATE PARKS

#### **SEASONAL PARK AID I (01.920)**

##### **Description:**

Under direct supervision, seasonal Park Aid I positions perform routine custodial and general facility and grounds maintenance, assist visitors and furnish them with information concerning park facilities, policies, rules and fees, and assist with educational programs and displays. Collect park user fees and make change as necessary; issue entrance permits; prepare routine reports and maintain records as assigned. Organize cleaning supplies; prepare and monitor inventory lists; record supplies used and report shortages to supervisor to ensure adequate inventory. Perform routine preventive maintenance on park vehicles and equipment; check fluid levels; clean and wax vehicles as needed; and report malfunctions and problems.

Some incumbents may primarily work in the gift shop, fee booth, aquatic invasive species or weed abatement program.

##### **Position Locations:**

21 staffed State parks are located within three regions statewide.

##### **Lake Tahoe:**

Lake Tahoe NV State Park, P.O. Box 8867, Incline Village, NV 89452.

Phone: 775-831-0494 E-mail: [tahoesp@hughes.net](mailto:tahoesp@hughes.net)

##### **Parks:**

Sand Harbor – Incline Village  
Spoooner Lake – Incline Village  
Cave Rock – Zephyr Cove

##### **Northern Region:**

Northern Region Headquarters, 16799 Lahontan Dam, Fallon, NV 89406.

Phone: 775-867-3001 E-mail: [region3@cccomm.net](mailto:region3@cccomm.net)

##### **Parks:**

Washoe Lake State Park – Carson City  
Mormon Station State Historic Park – Genoa  
Dayton State Park – Dayton  
Fort Churchill State Historic Park – Silver Springs  
Lahontan State Recreation Area – Silver Springs/Fallon  
Rye Patch State Recreation Area – Lovelock/Imlay  
Berlin-Ichthyosaur State Park – Austin  
Cave Lake State Park – Ely  
Ward Charcoal Ovens State Historic Park – Ely  
South Fork State Recreation Area – Elko  
Wild Horse State Recreation Area – Elko

**Southern Region:**

Southern Region Headquarters, 4747 Vegas Dr., Las Vegas, NV 89108.

Phone: 702-486-5125/6 E-mail: [LVRRegionHQ@parks.nv.gov](mailto:LVRRegionHQ@parks.nv.gov)

**Parks:**

Spring Mountain Ranch State Park – Blue Diamond/Las Vegas

The Old Las Vegas Mormon Fort State Historic Park – Las Vegas

Valley of Fire State Park – Overton

Big Bend of the Colorado State Recreation Area – Laughlin

Beaver Dam State Park – Caliente

Kershaw Ryan State Park – Caliente

Cathedral Gorge State Park – Panaca

Echo Canyon State Park – Pioche

Spring Valley State Park – Pioche

**Education and Experience:**

Graduation from high school or equivalent education.

**Special Requirement:**

A valid driver's license is required at the time of appointment and as a condition of continuing employment.

Incumbents must possess excellent customer service skills.

**Salary:**

Pay Grade 20 – Approximate Hourly Salary \$11.62

Positions are seasonal full time and/or part-time. Hours and length of employment will vary by park and position, but will not exceed 9 months.

**To Apply:**

Interested persons may submit a copy of their completed NVAPPS applicant profile directly to the Region or State Park where they are interested in working. Selected applicants will be contacted for interviews as vacancies occur. Please indicate on your applicant profile what Region, State Park(s) and position you are applying for.

The NVAPPS applicant profile can be completed on the following website:

<https://nvapps.state.nv.us/NEATS/Recruiting/ViewJobsHome.aep>

In the upper left hand side corner on the Job Home Page click on instructions in the "Menu" box. Do not apply online for these positions.

**Applications will be retained for six months from date of submittal.**