

## **Valet Job Description**

**JOB TITLE:** Valet  
**DEPARTMENT:** Racing  
**LOCATION:** Rocky View County, Alberta, Canada  
**REPORTS TO:** Racing Secretary

### **SUMMARY**

This position supports the racing manager and jockeys in organizing and preparing the necessary equipment for racing.

**ESSENTIAL JOB DUTIES AND RESPONSIBILITIES:** Other duties as assigned.

1. Saddle (in paddock) and unsaddle assigned horses
2. Help organize and prepare jockeys' tack and equipment for racing

### **QUALIFICATION REQUIREMENTS:**

High school diploma or equivalent  
Strong working knowledge of jockey equipment  
Significant experience working with and around horses in confined spaces and strong horsemanship skills  
Working knowledge of jockey quarters and thoroughbred racing operations preferred  
Strong inter-personal and organizational skills  
Ability to work in a team environment  
Criminal record check required

### **QUALIFICATION REQUIREMENTS:**

Strong horsemanship; significant experience working with and around horses in confined spaces.  
Working knowledge of operations and regulations pertaining to thoroughbred horse racing.  
Ability to take instruction and work effectively without direct supervision.  
Criminal record check required.

### **EDUCATION and/or EXPERIENCE**

Grade 12 education or suitable combination of education and experience

### **LANGUAGE SKILLS**

Ability to effectively communicate in one-on-one or small group settings.

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

Must have a valid and current Horse Racing Alberta (HRA) license.

### **PHYSICAL DEMANDS:**

While performing the duties of this job, the employee is regularly required to stand.  
Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. This includes alertness, agility, and the ability to effectively hold and maneuver unruly horses.

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### **WORK ENVIRONMENT**

Exposure to external weather conditions, dust and noise.

Must be able to respond to numerous outside influences and impacts.

Variable hours and workdays as dictated by racing and schedule.