

# **JOB** OPENING OWENS CENTER **CASHIER / CONCESSIONAIRE**

POSITION: PART TIME / STARTING PAY RATE: \$11.00 PER HOUR

## **RESPONSIBILITIES**

- Selling and preparing concession items accurately, safely and efficiently.
- Keeping concession areas clean, sanitary and "visitor friendly"
- Stocking and rotating concession items as needed.
- Attending to all customer needs/problems in a prompt & courteous manner.
- Checking bulletin boards for daily needs/checking rink schedules.
- Setting up and cleaning of assigned areas for opening and closing.
- Opening and closing cash registers.
- Following all safety procedures that pertain to the duties performed. Supporting all aspects of the Park District's safety program.
- Having welcoming attitude with customers and co-workers
- Wearing proper attire.
- Performing other duties as assigned.

## **SUCCESSFUL CANDIDATES WILL HAVE**

- Education: Minimum of two years of high school.
- Experience: Experience in food service and experience working with computers or a point of sale program preferred. Proficiency with cash handling.
- Knowledge and Ability: Ability to accurately handle and serve food in a safe and efficient manner. Ability to manage money between transactions. Aptitude for on-the-job training and ability to follow both written and oral instructions.
- Personal: Must have a pleasing personality and courteous manner. Must be dependable and have good customer service skills.

## **OTHER**

- Starting pay rate: \$11.00/hr. depending on experience level.
- Average of 20 – 30 hours/week/ Part Time / including days, nights, and weekends.
- Under the supervision of the Manager of Food Services.
- Must obtain a Food Handler's License within 30 days of hire.
- The work requires some physical exertion in handling supplies, equipment and materials, prolonged standing, bending and stooping, and ability to lift and carry up to 25 pounds is required on a periodic basis.

