



Recreation Department Concession Personnel (Outdoor Pool & Ice Rink)

Mayor Pamela Bobst

Reports To: Concession Supervisor Salary: \$8.30/hr - \$12.92/hr
Shift: **Seasonal** 10-20 hours/week; FLSA Status: Exempt
Flexible hours primarily evenings and weekends

Position Overview:

Under the supervision of the Concession Supervisor, the Concession Personnel laborer maintains the overall duties of the concession stand at their designated work area. He/She will maintain a clean and safe work environment while serving the general public, as well as guiding them to their desired location/activities of the recreation center. This position handles food preparation and managing money and/or credit cards. The following is a summary of equipment that may be used: Basic office supplies, the City's telephone system*, cleaning supplies, cash register/computer, vending machines*, food preparation machinery, as well as other basic office equipment. The work is performed in a typical recreational indoor/outdoor environment where the employee may be exposed to adverse environmental conditions such as cold, heat, and rain. May be exposed to larger crowds because of the current ongoing events.

*Can be acquired after hire

Duties:

1. Concession Stand

99%

- Prepare and serve all concession products.*
- Operate computer/cash register to complete transactions
- Stock all concession products
- Maintain a clean work area at all times

2. Miscellaneous

1%

- All other duties as assigned by supervisors to ensure the effective functioning of the vending area which include the many special events that occur throughout the year

*Denotes essential function of the job

Minimum Qualifications:

- Basic skills acquired from the fast food industry, handling vending machinery and cash register/computer system
- Must maintain a general working knowledge of the Recreation Departments daily activities and be familiar with the surrounding environment and ongoing activities.
- Must have an ability to work with the public as needed, as well as the ability to multitask work.
- Must be a minimum of 16 years old.

Position will be posted until filled. Applications may be obtained at http://s500873721.onlinehome.us/hr_docs/employment_application.pdf or at Rocky River City Hall. ***Submit completed application, cover letter and resume, Monday through Friday, 8:30 a.m. to 4:30 p.m. at:***

**Michael T. Greco, Director
Human Resources Department
City of Rocky River
21012 Hilliard Boulevard
Rocky River, OH 44116**

The City of Rocky River is an Equal Opportunity Employer