



CITY OF PATASKALA, OHIO

POSITION DESCRIPTION

POSITION TITLE:	Assistant Concession Manager
PAY RATE:	\$16.50
POSITION TERM:	Seasonal (non-permanent)
DEPARTMENT:	Parks and Recreation Department
POSITION REPORTS TO:	Parks and Recreation Manager
NUMBER OF OPENINGS:	One (1)
FLSA STATUS:	Non-Exempt
CIVIL SERVICE STATUS:	Unclassified

JOB DESCRIPTION:

Essential Functions

Duties include, but are not limited to, the following:

- Responsible for the day-to-day operations of the concession stands located at our outdoor pool facilities.
- Operating the point-of-sale system and balancing the cash drawers at close.
- Training staff on how to properly use, cook with, and clean concession equipment.
- Informing supervisor of any problems needing special attention.
- Ensuring sites meet Licking County Health Code standards.
- Attend staff meetings and trainings.

HOURS: Total of 800 hours over a two-month time period- Additional hours are possible

- Be available AM, Afternoon. PM
- Work special events, community events, and pool parties
- Be available during weekends and holidays
- Concession Stand Operations: 10am-7pm Daily

Safety

- Follows established safety procedures
- Reports unsafe conditions to supervisor
- Assists with department housekeeping

Other Duties

- Other related duties as required or assigned by the on-duty Pool Manager

MINIMUM REQUIREMENTS FOR ENTRY TO POSITION

- Must be 18 years old by Memorial Day of each pool season

TRAINING AND EXPERIENCE

- Obtain First Aid, AED, CPR certification training which is administered upon hire
- Obtain Serv Safe Food Handling Certification upon hire:
- Must pass basic money handling math test

All applications will be reviewed and considered for qualifications. The City of Pataskala reserves the right to determine if an applicant meets the essential qualifications of the position.

Posted:

The City of Pataskala is an equal opportunity employer