



Position Description: Admissions/Concessions Attendant – Bloomington Family Aquatic Center

Position Title: Admissions/Concessions Attendant

Date: 2022

Department: Parks and Recreation

Division: Recreation

Accountable to: Recreation Supervisor

Pay rate: \$11.50-12.50

Primary Objective of Position: To provide exceptional customer service to patrons visiting the facility.

Essential Functions of the Position:

Program Responsibilities:

- Greet patrons in a warm and friendly manner while maintaining orderly entrance lines
- Answering questions of patrons and deferring these questions to the Lead/Assist Coordinator on duty when appropriate
- Collecting daily admission and season pass forms, knowledge of the prices and cash handling procedures
- Provide concessions service and preparing food
- Light cleaning duties, such as: Cleaning windows, mopping and checking locker rooms at least twice daily
- Collect lost and found items
- Thanking patrons and wishing them good day when they leave the facility
- Other duties as assigned

Minimum Qualifications:

- Must be at least 16 years of age
- Must possess excellent customer service skills

Desirable Qualifications:

- Experience in a retail job setting
- Experience in food preparation
- At least one year of cash handling procedures

