

City of Buhler
Job Description: Admissions/Concessions Attendant

Job Title:	Admission/Concessions Attendant	Supervisory:	No
Reports to:	Pool Manager & Director	Hourly Wage:	\$9-\$10
FLSA Status:	Non-exempt	Location:	Buhler Pool & Wheatland Park Complex

Essential Functions: The essential functions include, but are not limited to, the following; other duties may be assigned.

- This role is assigned to the Buhler Pool and Wheatland Park's concession stands.
- Takes orders/sells admission passes, concessions, and other products available.
- Ensure a high level of customer service with a high standard of quality and cleanliness.
- Cook and prepare meals. Utilize concession equipment such as an electrical grill, popcorn machine, nacho cheese machine, warmers, etc.
- Serve as the initial point of contact for customers entering the pool.
- Maintain safe working conditions and sanitary work areas.
- Maintain accurate cash handling procedures at all times.
- Perform checklists and give direct feedback to the Supervisors.
- Assist with inventory counts before, during and after events.
- Assist with maintenance needs at events including trash pick up, restroom maintenance, etc.
- At times, attendants will be assigned to work the Wheatland Park's entrance gate and attend youth classes/camps to assist instructors with various duties.
- Regular attendance is an essential job function
- Performs other related duties as assigned by the Director and Supervisors.

Qualifications:

Must be 16 years of age or older. Must demonstrate quality customer service skills and have a teachable attitude.

Machines and Equipment:

Must be able to use concession equipment such as an electrical grill, popcorn machine, nacho cheese machine, warmers, etc. Attendants with a driver's license may be asked to drive the UTV.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential

functions. The employee must be physically capable of performing vigorous tasks which may include regularly lifting and/or moving up to 25 pounds and occasionally lifting and/or moving up to 50 pounds. While performing the duties of this job, the employee is regularly required to stand; walk; sit; use hands to handle, or feel and reach. The employee is frequently required to climb or balance; stoop, kneel, crouch, or crawl and talk, see and hear.

LIMITATIONS AND DISCLAIMER:

The above job description is meant to describe the general nature and level of work being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position. All job requirements are subject to possible modification to reasonably accommodate individuals with disabilities. This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform other job-related duties requested by their supervisor in compliance with Federal and State Laws. Requirements are representative of minimum levels of knowledge, skills and/or abilities. To perform this job successfully, the employee must possess the abilities or aptitudes to perform each duty proficiently. Continued employment remains on an "at-will" basis.