SANDY CITY
APPROVED CLASS SPECIFICATIONS

I. Position Title: Concession Attendant/Assistant Cashier

Revision Date: 7/2006
EEO Function: Parks & Rec
EEO Category: Admin. Support
Status: Non-exempt
Control No: 50803

II. Summary Statement of Overall Purpose/Goal of Position:

Under the general supervision of the Alta Canyon Office Manager and Front Desk Supervisor, operates the concession stand at Alta Canyon Sports Center and performs concessionaire duties.

III. Essential Duties

- Sell concessions at the snack bar counter.
- Maintain efficient operation of all concession equipment by inspection and routine maintenance.
- Serve customers in a friendly, professional, quick and efficient manner.
- Inspect and maintain a sanitary and efficient food preparation according to all City and County Health Regulations.
- Responsible for keeping the concession area visually pleasing, clean and safe for customers by regular inspection, maintenance and cleaning.

IV. Qualifications:

Experience: One year experience in customer service preferred. Six months practical experience with food handling procedures. Must be 14 years of age.

Certifications/Certificates: Must have or able to obtain current Food Handler Permit. Bloodbourne Training is required within 30 days of hire.

Probationary Period: A three-month probationary period is a prerequisite to this position.

Knowledge of: Must have a thorough knowledge of the concession equipment and products sold.

Responsibility for: Serving customers in a friendly, professional, quick and efficient manner. Keeping the concession area visually pleasing, clean and safe for customers. Inspect and maintain a sanitary and efficient food preparation area according to all City and County Health Regulations.

Communication Skills: Constant contact with customers face-to-face; furnishing and obtaining information; using tact and judgement; follow written and verbal instructions; communicate effectively verbally and in writing; establish and maintain effective working relationships with other City employees and customers.

Tool, Machine, Equipment Operation: Ability to lift up to 20lbs. Daily use of microwave, hot dog and popcorn machines, ice and soda machines, along with other concession equipment. Must have ability to prepare food and operate equipment at a counter 36" high.

Analytical Ability: Apply general math knowledge effectively to specific conditions; ability to handle confrontational situations and make sound decisions.

V. Working Conditions:

Moderate pressure and fatigue are present in this position due to great exposure to a concession environment; constant attendance is required; work assignments are broad and performed with limited supervision; work is referred to supervisor as questions arise; frequent exposure to high volume of customer service.

The above statements are intended to describe the general nature and level of work being performed by the person(s) assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities, and skills 0required of personnel so classified. The approved class specifications are not intended to and do not infer or create any employment, compensation, or contract rights to any person or persons. This updated job description supersedes prior descriptions for the same position. Management reserves the right to add or change duties at any time.