

**Community Center & Administrative Offices**

2600 Center Drive • Woodridge • IL • 60517

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NOTICE FOR JOB OPENING**Concessionaire**

The Woodridge Park District has openings for Concessionaires at the Athletic Recreation Center. These are seasonal part-time positions where hours vary based on athletic programming and tournaments. Hours worked will include days, nights, weekends and holidays (Examples include: Thanksgiving weekend, winter break, Martin Luther King Day, Presidents Day).

QUALIFICATIONS:

- Minimum of 15 years old (work permit are needed for employees under 16 yrs. old).
- Ability to operate a point of sale system and process financial transactions.
- Ability to work well with program participants, parents, spectators, and fellow staff members.
- Excellent verbal and written communication skills.

RESPONSIBILITY:

A Concessionaire is responsible for greeting all guests entering and leaving the area with a pleasant demeanor while remaining available for customers. Preparing and keeping an adequate supply of food available. Entering all transactions into the POS, collecting payment and issuing the correct change while maintaining a balanced cash drawer. Operating and cleaning food preparation equipment and appliances as needed. Emptying trash receptacles in a timely fashion and picking up trash and debris throughout the concession area. Additional job duties may be assigned. A complete job description is available upon request.

ATTRIBUTES:

We are seeking dedicated individuals who are self-starters that strive for excellence and who are very punctual and dependable. The position requires full range of body motion including handling and lifting, manual and finger dexterity; requires frequent standing, bending, stooping, and walking for prolonged periods.

SALARY:

\$8.25-\$9.50 per hour

CLOSING DATE:

Applications accepted until positions are filled.

CONTACT/SEND APPLICATION TO:

Woodridge Park District
Connie Curry, HR Manager
2600 Center Drive, Woodridge, IL 60517
(630) 353-3344 or ccurry@woodridgeparks.org

Applications are available at the Community Center (address listed above), ARC at 8201 S Janes Ave or obtained from www.woodridgeparks.org/jobs.htm