

**PARKS, RECREATION AND CULTURAL ARTS DEPARTMENT**

**CONCESSION ATTENDANT**

**GENERAL STATEMENT OF DUTIES**

The Concession Attendant is responsible for money handling, and serving and preparing good food in a clean and friendly atmosphere.

**EXAMPLES OF DUTIES (Illustrative Only)**

Responsible for preparing all concession items;

Knowledgeable of concession equipment including point of sale software and money-handling procedures;

Responsible for daily cleaning of area and equipment;

Responsible for stocking concession area;

Responsible for collecting fees for goods purchased and maintaining proper accounting records.

**QUALIFICATIONS**

Must be 16 years of age with knowledge of basic mathematics and ability to complete forms in a thorough manner. Ability to operate point of sale software and maintain each piece of equipment. Must demonstrate skill in proper handling of money--necessitates absolute honesty.

Approved: Ms Beth Re

Date: 1/6/17