



City of Ames Homewood Golf Course Cashier - Evenings and Weekends

SALARY	\$11.67 - \$12.38 Hourly	LOCATION	50010, IA
JOB TYPE	Temporary	JOB NUMBER	25-PRCASH-02
DEPARTMENT	Parks and Recreation	OPENING DATE	03/09/2026
CLOSING DATE	Continuous	FLSA	Non-Exempt
BARGAINING UNIT	MERIT	RESIDENCY REQUIREMENT?	No

Centrally located in the heart of Iowa, Ames is a vibrant, progressive community with more than 66,000 residents providing an excellent quality of life. Home to Iowa State University, Ames offers year-round recreation opportunities, diverse cultural offerings, a stable economy, safe neighborhoods, and a high-achieving school district.

General Information

<https://www.youtube.com/embed/97rsAGfo1eQ?&wmode=opaque&rel=0>

The City of Ames Parks and Recreation Department has an exciting opportunity for Homewood Golf Course Cashiers!

Candidates interested in this position can expect to work a varying schedule evenings and weekends, March - October 2026, with the option to extend into the off season upon mutual agreement.

Shifts can vary throughout the year due to daylight hours, evening shift is 4:00 PM – Close and weekend shift is 6:30 AM - 1:30 PM or 1:15 PM – Close.

Cashiers are directly accountable to the Recreation Manager and adjunctly accountable to the Recreation Superintendent and the Director of Parks & Recreation.

This posting is open until filled.

Examples of Essential Job Functions

Understand and use Point of Sale/Pass Management program; supervise patrons; distribute rental equipment to patrons; prepare and serve concession stand items; maintain a clean facility; recognize and respond quickly and effectively to all emergencies; complete required paperwork for record keeping (i.e. incident reports, cleaning checklist); assist in maintenance tasks; ensure building entrance is clean and maintained; assist Recreation Manager in training new Cashiers; other duties as assigned by the Recreation Manager; and assist Shift Leaders in completing nightly cash deposits.

Each employee is expected to continually strive to bring shared values to life through our Excellence Through People organizational culture. ETP values include: committing to continuous improvement; inspiring creativity and innovation; being customer driven; making data-driven decisions; championing employee involvement; striving for excellence; having fiscal stewardship; acting with honesty and integrity; exhibiting leadership; choosing a positive attitude; respect and dignity for one another; promoting safety and wellness; and cultivating teamwork. For leaders, this includes creating a work culture that brings these values to life. For all employees, this includes maintaining a Total City Perspective. The purpose of ETP is to deliver exceptional services to the public at the best price, and for employees to experience an enjoyable and stimulating work environment.

Qualifications

Education and Experience:

Required:

- Prior experience with cash handling.
- Must be at least 18 years of age.

Preferred:

- CPR/AED Certification (may be obtained during employment)

Licenses and Certifications: Valid driver's license is preferred.

Knowledge, Skills, and Abilities Necessary to Perform Essential Functions: Strong decision-making skills, initiative, dependability, organization, enthusiasm, leadership, and a desire to serve the public. Ability to communicate positively with public users; ability to understand, appreciate and embody the City of Ames Core Values; ability to maintain an exceptional level of safety; ability to maintain a professional appearance (staff coat, khaki pants, and closed-toe shoes) at all times while on site; ability to maintain a professional demeanor (calm and courteous) at all times while on site.

Supplemental Information

Selection Process: The selection process consists of an evaluation of education and experience, interview, and completion of a motor vehicle record check and criminal background check, which includes a sex offender registry check. All candidates will be notified by email of their application status.

Physical & Environmental Characteristics:

Frequently exposed to various weather conditions for outdoor activities, including cold, heat, rain and wind. Need to remain alert and attentive for extended periods of time. May be exposed to outdoor allergens, insects, slippery surfaces, and potential hazards. Equipment essential to the job: Computer, printer, telephone, calculator, copy machine, general office equipment, bank deposits, money. Must be able to walk quickly or jog in case of emergency and lift objects up to

25 lbs. When working indoor and outdoor activities, sound may be moderately noisy. Position requires physical participation and interaction related to specific activities. In cases of outdoor weather, may make decisions relating to safety for participants.

E-Verify Process:

The City of Ames participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered a position with the City of Ames must complete Section 1 of Form I-9 along with the required proof of their right to work in the United States and proof of their identity on their first day of employment. Please be prepared to provide required documents on your first day of employment. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 515-239-5199 or go to the US Citizenship and Immigration Services web page at: <http://www.uscis.gov>.

NOTE: Applicants with disabilities may submit requests for ADA testing or interview accommodations to the Human Resources Department prior to the test or interview.

The City of Ames is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, creed, age, religion, sex, sexual orientation, gender identity, genetic information, ancestry, national origin, marital status, disability, or protected veteran status and will not be discriminated against. Inquiries can be directed to the Human Resources Department at 515-239-5199.

Employer

City of Ames

Address

515 Clark Ave

Ames, Iowa, 50010

Phone

515-239-5199

Website

<http://www.cityofames.org/jobs>

Homewood Golf Course Cashier - Evenings and Weekends Supplemental Questionnaire

***QUESTION 1**

Are you at least 18 years of age?

- Yes
 No

***QUESTION 2**

What experience do you have that would pertain to this position? (Including prior experience with cash handling)

***QUESTION 3**

What days are you available to work? (select all that apply)

- Monday 4pm – Close
- Tuesday 4pm – Close
- Wednesday 4pm – Close
- Thursday 4pm – Close
- Friday 4pm – Close
- Saturday 6:30am – 1:30pm
- Saturday 1:15pm – Close
- Sunday 6:30am – 1:30pm
- Sunday 1:15pm - Close

***QUESTION 4**

Are you interested in assisting with events (events range from baby shower, bridal showers, birthday parties, meetings, graduations, etc)?

- Yes
- No

***QUESTION 5**

Do you have a valid driver's license? (preferred but not required)

- Yes
- No

***QUESTION 6**

Do you have a current CPR/AED certification? (preferred but not required)

- Yes
- No

*** Required Question**