

**CITY OF POTTSVILLE
JOB DESCRIPTION**

CONCESSION/COUNTER WORKER

ORGANIZATIONAL RELATIONSHIP:

Immediate supervisors: Pool Manager/Concession Coordinator

REPRESENTATIVE JOB DUTIES

Facilitate efficient customer service in the areas of pool admittance and concession sales as follows:

- Collect admission fees and facilitate pool pass procedures
- Work with the public in an effective, professional manner
- Prepare food items as directed
- Complete all inventory procedures
- Facilitate the effective completion of pool activities and special events

KNOWLEDGE, SKILLS & ABILITIES:

- Ability to handle money effectively
- Ability to use a calculator
- Ability to work with the public in an effective manner
- Ability to facilitate concession procedures in the handling and preparation of food

SALARY:

\$7.25/hr