

Admissions/Snack Bar Attendant for Greater Canandaigua Civic Center 2019-20

Greater Canandaigua Civic Center is a 501(c)(3) not-for-profit organization serving Ontario County and beyond. GCCC operates as an ice rink from September through March. It is located at 250 North Bloomfield Road, Canandaigua, NY 14424.

GCCC Goals: To provide exceptional customer service to everyone who comes to the Greater Canandaigua Civic Center so that attendance for programs and activities increases and community support increases.

Job Description:

The admissions/snack bar attendant's primary duties include but are not limited to:

- Working the cash registers
- Answering the telephone/ sharing information about programs and activities
- Setting up for and cleaning up after parties
- Cleaning bathrooms, changing rooms, snack bar area, perimeter of rink, and bleachers- sweeping and mopping included
- Garbage removal- both inside and outside facility
- Preparing food
- Handing out skate rentals
- Skate guarding
- Promote programs and activities
- Enforcing facility rules for safety and enjoyment of our patrons
- Restocking food, drinks, and supplies
- Preparing mailings, party gift bags, etc.
- Attend all staff training meetings

Additional duties may include but are not limited to:

- Salting and/or shoveling the walkway
- Assisting on-ice during Learn to Skate
- On-ice supervision during Spring Hockey program

Requirements:

Must have your own transportation.

Must be available weeknights and/or weekends September through March.

Wage: New York State Minimum Wage

Questions regarding this position may be directed to programs@gccc.org

Application may be found online at www.gccc.org. Please submit resume as well.