
City of Ogallala, Nebraska
Position Description

Class Title: Parks – Cashier/Concessions Worker
Department: Parks
FLSA Classification: Non-Exempt
Age Requirement: Minimum- 14 Years / Maximum – None
Salary Range:
Date Effective:

GENERAL PURPOSE:

Performs a variety of semi-skilled and technical tasks in the operation of the concession area or counter areas at any City Parks Facility.

SUPERVISION RECEIVED:

Works under the general supervision of the Parks Manager or the Pool Manager.

SUPERVISION EXERCISED:

None.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Performs routine concession work, consisting of selling food and beverage items, running cash register, concession stand cleaning and other duties as directed.

PERIPHERAL DUTIES:

Assists other City Departments as required or assigned.

DESIRED MINIMUM QUALIFICATIONS:

Necessary Knowledge, Skills and Abilities:

- (A) Working knowledge of a concession stand; Working knowledge of first aid and applicable safety precautions.
- (B) Skill in the operation of cash register, money, and receipts.
- (C) Ability to work independently and to complete daily activities according to work schedule; Ability to lift objects, walk and stand for long periods of time. Ability to communicate orally and in writing; Ability to understand, follow, and transmit written and oral instructions; and, Ability to establish effective working relationships with employees, supervisors, and the public.
- (D) Ability to work irregular hours and weekends.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to sit and

talk or hear. The employee is frequently required to walk; stand; use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl.

The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works near or in outside weather conditions.

The noise level in the work environment is usually moderate.

SELECTION GUIDELINES:

Formal application, rating of education and experience; oral interview; reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Date Adopted: September 25, 2001

Revision History: February 8, 2005