



The CITY OF BURNSVILLE
Invites applications for the position of:
CONCESSIONS ATTENDANT

An Equal Opportunity Employer

OPENING DATE: 02/22/2021

CLOSING DATE: Open Until Filled

STARTING SALARY: \$ 10.08 per hour

SALARY RANGE: \$ 10.08 – \$ 11.20 per hour

DESCRIPTION:

Temporary, seasonal position, from mid-April through mid-October at Lac Lavon concession building. Primary duties include overseeing six fields at Lac Lavon and operating the concessions. Responsibilities include quality customer service, preparing food items, collecting money, inventory of products, cleaning of grounds around the concession building, facility and equipment. Hours of operation Mon – Fri, 5:30 p.m. – 10:15 p.m., Sun 5:00 p.m. – 9:45 p.m.

Temporary, seasonal position, from late May through earlier September at Crystal Lake Beach Concession building. Responsible for sales of concessions items to beach patrons and maintaining a clean, efficient, and well-stocked concessions area. Work includes preparing food items, canoe & paddle board rental, collecting money, providing accurate change, inventory of products, and cleaning of grounds, facility and equipment. Hours of operation Mon – Sun, 11:00 a.m. – 6:30 p.m.

The Concessions worker must know how to proficiently operate refrigerators, Point of Sale System, canoes, paddle boards, lifejackets, and miscellaneous equipment on the Beach.

In addition, we are looking for candidates who can work during hockey season at the Burnsville Ice Center which starts in the fall and ends in May.

ESSENTIAL JOB FUNCTIONS:

1. Provide helpful and pleasant customer service to all facility patrons.
2. Prepare and serve food items for sale.
3. Unlock/lock restrooms at start and end of evening.
4. Operate a Point of Sale and issue proper change.
5. Provide accurate inventory of all products used at the concession stand.
6. Clean all concession equipment and room according to the State of Minnesota license standards.
7. Maintain the grounds near the concession area.
8. Employees may be asked to lift equipment and product weighing up to 50lbs.

9. Other duties as assigned by the Recreation Facilities Manager and Ice Center Concession Stand Coordinator
10. Renting out canoes and paddle boards.
11. Restocking concession items.
12. Filling out a daily concession report; placing daily money in the safe.
13. Concessions workers have scheduled hours, but due to inclement weather may be asked to leave early.

MINIMUM QUALIFICATIONS:

- Must be 16 years of age.

DESIRED QUALIFICATIONS:

- Previous experience in customer service.
- Previous experience in handling money.
- Ideally, we are looking for candidates who can work through the summer, *and* also have availability to work evenings and weekends during hockey season which starts in the fall and ends in May.

EXAMINATION:

- Training and Experience Rating
- Oral Interview
- Other testing as appropriate
- Must pass a background check

APPLICATIONS MAY BE FILED ONLINE AT:

www.burnsvillemn.gov/jobs

OUR OFFICE IS LOCATED AT:
100 Civic Center Parkway
Burnsville, MN 55337
P: 952-895-4477