

JOB OPENING

CITY OF FARMINGTON

JOB POSITION #25: HOSPITALITY STAFF

NUMBER OF VACANCIES: 6-8

DEPARTMENT: PR & CA

WORK LOCATION: Sandstone Productions

HIRING RANGE: \$8.00 - \$8.50/hour

PAY CLASS: Seasonal

DAYS WORKED: Varied

HOURS WORKED: Varied

TYPE OF POSITION: Seasonal, Part-Time

APPLICATIONS WILL BE RECEIVED UNTIL: Until Filled

First Review of Applications: Wed., March 17, 2010

JOB DUTIES

*Resumes submitted without a City of Farmington application
will not be considered in our job selection process.*

ESSENTIAL DUTIES:

Using excellent customer service skills, establishes and maintains effective working relationships with other employees, officials, and all members of the general public.

Works as front line person at Lions Wilderness Amphitheater. Performs such house front duties as ensuring that portions of the theater are ready to open and that theater aisles are ready for public access.

Maintains cleanliness of facility at Lions Wilderness Amphitheater, including the dining plaza, amphitheater seating area, and rest rooms. Performs cleanup duties as may be required during the operation of the amphitheater, including proper cleanup of bio-hazardous materials.

Responsible for ticket, food and gift shop, must be able to count change in the performance of these duties.

Assists the public by distributing playbills, answering questions, providing for any special needs of disabled persons in seating, food service, or any other public use of the facility. Assists the public in case of illness.

Receives complaints which may come from the public at the amphitheater. Channels complaints to other City employees as necessary.

Performs setup, preparation, serving and cleaning duties for concession sales during intermissions.

Assists Food Service Manager in presenting food for service of up to 600 patrons in a limited time, at the Wilderness Park Amphitheater.

Operate spotlights during musical.

Works out of doors in all types of weather conditions. Extensive walking, and occasional running, throughout the rugged terrain of the six acre complex will be required.

Directs traffic to appropriate parking spaces.

Attendance at work is an essential function of this position.

NON-ESSENTIAL DUTIES:

Job Posting #25 – Hospitality Staff – Sandstone Productions

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 logical assignment to the position.

QUALIFICATIONS

This position is subject to the City's Drug and Alcohol Free Workplace Program. This includes: pre-employment testing, post-accident testing, reasonable suspicion testing, return-to-duty testing, and follow-up testing.

Extensive background checks required.

Ability to count money and make change.

Training in Basic First Aid, CPR, and proper response to bio-hazardous spills as mandated by OSHA regulations preferred, but not required.

Ability to lift, push, or pull fifty pounds for the purpose of carrying programs and cleaning.

Experience handling money and operating a cash register, preferred but not required.

Ability to work courteously with the public and with co-workers.

Ability to learn proper cleanup procedures in response to bio-hazardous materials in conjunction with blood borne pathogens.

Ability to learn to use basic cleaning materials.

Willingness and ability to understand and implement provided training.

TOOLS AND EQUIPMENT USED:

Janitorial equipment including vacuums, mops, brooms, dusting equipment, cash register, credit card machine, kitchen equipment and tools, motor vehicle, golf cart, and 2-way radio.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to stand; walk; and use hands to finger, handle, feel or operate objects, tools, or controls and talk or hear. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl.

The employee may frequently lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. Extensive walking, and occasional running, throughout the rugged terrain of the six acre complex will be required.

WORK ENVIRONMENT:

While performing the duties of this job, the employee occasionally works near moving mechanical parts and frequently works in outside weather conditions. Works out of doors in all types of weather conditions. The employee is occasionally exposed to wet and/or humid conditions and lightning.

The noise level in the work environment is moderate to loud.

WE ARE AN EQUAL OPPORTUNITY EMPLOYER, M/F.