

# Part-Time Recreation Aide

**Job Title:**

Part-Time Recreation Aide

**Job Description:**

The Town of Dallas, NC is seeking a Part-Time Recreation Aide. The Candidate will assist in various roles in the operations of the Parks & Recreation Department.

**Essential Job Responsibilities:**

- Keep score during youth basketball games
- Operate clock efficiently while following all league rules
- Assist in the concession stand during various athletic contests
- Receive payments for concessions & make correct change
- Greet Customers and visitors
- Keep Gymnasium clean and free from debris (lobby, restrooms, exits, parking lot, etc.)
- Monitor for safety or security issues (trip hazards, lighting, suspicious persons, etc.) and reports to management
- Perform other work-related duties as assigned by management.

**Minimum Requirements:**

- Available to work evening hours, weekends, and holidays
- Must have excellent customer service skills
- Requires regular and consistent attendance
- Ability to communicate effectively
- Must be at least 16 years of age
- Strong verbal and interpersonal skills

**Physical and Environmental Requirements:**

- Must be able to sit for long periods of time
- Frequent bending, kneeling, and lifting up to 40lbs
- Frequent standing, walking and reaching around the Gymnasium
- Noise level may be moderate to high at times

**Rate of hourly pay:** \$13.00

**Note:**

This job description is intended only as a general guideline of your duties and responsibilities at the Town of Dallas. The Town of Dallas reserves the right to amend, change or terminate the job description, as it deems appropriate. Any change amendments, or modifications may be implemented even though they have not been communicated, reprinted or substituted in this job description.

All Town of Dallas Recreation facilities are smoke-free/tobacco-free workplaces. This includes vapor, electronic, conventional, cigars, chewing tobacco etc.

The Town of Dallas, NC is an Equal Opportunity Employer

**Address:** 210 N. Holland Street Dallas, NC 28034

**Property Description:** Dennis Franklin Gymnasium