

Lindon City
100 N State Street
Lindon, Utah 84042



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www.LindonCity.org

Position Title: Lead Cashier
Position Status: Seasonal (Full-Time)
Starting Pay Rate: \$11.00/hour (Seasonal Range 3, \$11.00-\$14.00)
Department: Parks and Recreation
Facility: Lindon Aquatics Center
Opening Date: March 11, 2021
Closing Date: April 16, 2021 (11:59 PM MST)

Lead Cashier

General Duties

Under the close supervision of the Management Staff, the Lead Cashier will perform professional duties ensuring the successful operation of the cashier and concession staff including; daily deposit preparation, reports, sales, customer service, training, etc.

Essential Job Functions

- Works closely with the Aquatics Manager and Supervisors to operate the day-to-day operation of the front desk and concessions during the summer months
- Helps ensure concessions is stocked which includes using a city vehicle to pick up supplies
- In coordination with the Aquatics Manager and Supervisors, the Lead Cashier will oversee all cashiers and concessions workers on shift
- Assists in overseeing proper handling of pool reports and money handling
- Helps balance cash, exchange change at the bank, complete daily deposits
- Response to patron inquires and concerns
- Additionally, employees will be required to assist staff and perform other related work duties as assigned

Minimum Requirements

- Must be a minimum of 17 years old to apply
- Hold a current Food Handlers Permit and First-Aid/CPR/AED Certification or able to obtain re-certification within a month of hiring
- Must also have a Utah Drivers License and able to drive a city vehicle to pick up concession items
- The facility will certify in First-Aid/CPR/AED if applicant does not currently hold certification

Experience

- Must have one year of Customer Service experience

- Must have one year of Cash Handling experience

Preferred Experience

Optional certifications and experience include Food Safety Manager certification or other customer/food service certifications.

Schedule

This position works a variety of different times and schedule will be determined upon hiring. Evenings, weekends, and holidays may be included.

Hiring Policies

Lindon City Corporation is an Equal Opportunity Employer. Lindon City will not base its hiring decisions on non-meritorious factors such as race, color, national origin, sex, religion. Lindon City will not refuse to hire a disabled individual who is capable of performing the essential requirements of the position with reasonable accommodations when they do not create undue hardship.

Screening

Based on meeting the minimum requirements and job-related experience, skills, knowledge, and education. Criminal background check and drug check conducted on all city positions. Non-disclosure may result in dismissal.

To Apply

Apply online at www.lindoncity.org/employment or call (801) 610-4162.

This is an “at-will” position. The employee or the City may end the employment relationship at any time, with or without cause or explanation.