



JOB POSTING

Job Title:	Head Pool Cashier
Schedule:	Seasonal Position – May through September No Set Schedule - Flexibility Required
Hiring Amount:	\$10.00 per hour
Application Deadline:	January 26, 2015

The Antioch Department of Parks and Recreation’s mission is to enhance the quality of life by providing parks, open space and recreational opportunities for the Antioch Village residents, while preserving and enhancing the natural benefits of the environment.

The Village is currently seeking a **Head Pool Cashier** responsible for training and organization with regard to the concession stand. The head cashier will ensure that all employees are comfortable with the Point of Sale (POS) system and the inventory management of the space and keeps track of all paperwork necessary for front office operation. Reports to Pool Manager, Assistant Managers, and Parks & Recreation Director.

The desired candidate receives the public and answers questions, responds to inquiries, communicates openly. Financial responsibilities include collecting all pool fees or pool passes from patron upon entering the pool and when purchasing concession items, response for PA System and incoming phone calls, enforces pool regulations and rules, secures office and cash register at all times, and other duties outlined in the job description.

Minimum Requirements Include:

- Minimum of a High School Degree, or GED Equivalent
- Must be 18 years old
- Related work experience of at least two (2) years as cashier
- Any equivalent combination of training and experience that produces the competencies desired for the position will be considered.

To Apply:

If interested, please complete an Application For Employment and submit along with resume to Village of Antioch Human Resources , 874 Main Street, Antioch, IL, 60002 or Fax: (847) 395-1920 or e-mail: sroby@antioch.il.gov

Village of Antioch is an Equal Opportunity Employer