

*Nustadia Recreation Inc.*

# Concession Supervisor

## Crescent Point Regional Field House

Crescent Point Regional Fieldhouse is a recreation facility that provides multi-purpose spaces for a variety of leisure, recreation, programs, events and sporting activities that enhance the quality of life for residents in and around the Foothills Area. We are searching a concession supervisor to join our dynamic team! This position is seasonal from September to May.

We may send written correspondence regarding this job posting directly to the email address provided in your profile. As an applicant, it is your responsibility to ensure that you check your email regularly. We thank everyone that applies, however only qualified candidates will be contacted.

**Concession Supervisor**, reporting to the General Manager, is responsible for the day to day operation of the Crescent Point Regional Field house concession. This position is very hands-on where you will be required to work with the staff evenings and weekends.

### Responsibilities and Duties:

- Training and supervision of concession staff
- Food preparation, baking experience is an asset
- Maintains concession equipment
- Ensures concession cleanliness
- Ensures safe food handling practices
- Provides first class customer service
- Assists with ordering product and maintaining inventory
- Assists with menu development
- Daily cash reconciliation

### Qualifications and Skills:

- 2 years of supervisory experience in a concession environment
- Experience using POS, handling cash and reconciling daily sales.
- Food safe certification or willingness to obtain.
- Ability to meet the physical demands of the job including standing for extended periods of time, cleaning and lifting to 50 lbs.
- Proficient computer skills with ability to operate standard office equipment (Point of Sale System, merchant system, etc.).
- Advanced oral communication skills
- Experience catering for large groups is an asset
- Excellent organizational, planning, customer service and inter-personal skills
- Must have own transportation

Job Type: Part-time 20-40 hrs a week.

Forward resumes to: [skleibrink@cpregonalfieldhouse.com](mailto:skleibrink@cpregonalfieldhouse.com)

**Closing Date: August 31, 2018**

