



SPRINGBANK PARK FOR ALL SEASONS

Agricultural Society

32224A Springbank Road, Calgary, Alberta T3Z 2L9 • Tel: (403) 242-2223 Fax: (403) 242-3202

Facility Front Door Attendant (3-4 P/T positions)

General Overview:

This position reports to the General Manager or designate. This position is responsible for providing the public with secure documentation checking, requires strong communication skills, requires strong conflict resolution skills to work directly with the general public. This person must understand the importance of personal security, privacy procedures and safe work practices.

Main Duties:

- a) To follow the direction given by the facility managers
- b) To follow the documentation requirements of the position
- c) To comply with all other safe work practices of the facility
- d) To work closely with other staff to ensure that personal safety is paramount
- e) Ability to quickly change priorities in a dynamic multi sport facility
- f) Other related duties

Abilities:

- Must be over 18 years of age
- Must have exceptional communication skills
- Must have exceptional conflict resolution skills
- Must have documentation skills
- Must be able to prioritize during the shift
- Willing to work a variety of shifts (Weekdays 3:15 – 9pm, or Sat / Sun: daytime & or evening shifts)
- Willingness to take training to improve yourself for the benefit of yourself and the company

Position Status & Wage Range: These positions are of a part-time, temporary nature (as a result of the Government Restrictions regarding limiting facility access). There is the opportunity though, for qualified applicants, to be moved over to Operators positions, at a later time, and these are of a more permanent nature.

Wage range is \$18-\$19/hr, to commensurate with experience.

Resumes can be sent to todd.muir@springbankpark.com, and we are looking to hire pretty well immediately. For more information you can also call 403-242-2223, ext. 21