



7500 South 2700 East Salt Lake City, Utah 84121
801 943-3190 Fax 801 943-3595

**POSITION OPENING
CASHIERS**

SPECIAL WORKING CONDITIONS: Seasonal, part time; available to work days, afternoon, evenings, weekends, and holidays, as necessary;

Entry level: \$10.18 per hour

QUALIFICATIONS:

1. High School graduate or equivalent preferred
2. Customer service experience preferred
3. Excellent public relations skills
4. Basic math ability
5. Organization skills and attention to detail
6. Approved Criminal Background Investigation check if over 18 years if age.

RESPONSIBILITIES:

1. Sell admissions for Cottonwood Heights Parks & Recreation activities.
2. Check and verify membership cards to ensure validity.
3. Operate the cash register accurately using appropriate keys and making correct change. Balance cash register properly at the end of each shift.
4. Sell resale items.
5. Assist as needed with office responsibilities as assigned by the Customer Service Manager.
6. Respond to all general inquiries in an informed and polite manner.
7. Answer telephone calls courteously.
8. Assist office staff as needed.
9. Attend meetings as required.

**SUBMIT RESUMES TO ruth@cottonwoodheights.com
OPEN UNTIL FILLED**

Cottonwood Heights Parks and Recreation Service Area is an Equal Opportunity Employer without regard to race, color, religion, sex, age, physical or mental disability, National origin or veteran status.