



POSITION: Concession Cashier
DEPARTMENT: Food & Beverage, Concessions
REPORTS TO: Concessions Venue Lead
STATUS: Hourly, Non-Exempt

ASM Global, the world's leading venue management and services company has an excellent and immediate opening for a Concession Cashier at the Avenir Centre. As a Concession Cashier, you will be responsible for the overall accurate accounting of all transactions, including inventory.

AREA OF RESPONSIBILITY:

- Maintain accurate accounting of all cash and inventory on assigned concession stand.
- Maintain safe working conditions and sanitary work area for employees.
- Plans for daily sales flow based on projections.
- Plans for peak hour sales and makes change requirements known to the Cash Room Supervisor.
- Organizes all paperwork for cashier responsibilities such as physical inventory stands sheets, meal sheets and spoilage reports.
- Verifies cash register is programmed properly, according to company approved sales prices.
- Monitors the proper recording of employees' meals and meal vouchers, if applicable.
- Follow proper cash handling procedures at all times.
- Provide pleasant and efficient service to customers.
- Sells to customers, charging amount indicated on company price list.
- Requests identification for every guest purchasing alcohol.
- Perform other duties as assigned based on event needs.

EDUCATION AND EXPERIENCE

- Minimum high school diploma or GED.
- Previous customer service experience and/or training is preferred.
- Cash handling experience preferred.
- Must be thoroughly familiar with alcohol management procedures.
- Hold proper Food handler's certification.
- Ability to function in a fast-paced, team-oriented environment.
- Commitment to exceptional guest service.
- Excellent communication skills.
- Proficiency in English required, proficiency in French preferred

AVAILABILITY

This position is part-time, primarily evening and weekend shifts. All Food & Beverage scheduling is dependent on the Avenir Centre's events calendar.



PHYSICAL DEMANDS / WORKING CONDITIONS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee may be required to work both indoors and outdoors as required by the function, in a loud noise environment. Must have the physical ability to maneuver around facility, at times, walking and/or standing and navigating stairs for 8-10 hours or greater as required. Must be able to lift/transport up to 50 pounds. This position has direct contact with guests, managers and employees.

NOTE

The essential responsibilities of this position are described under the headings above. They may be subject to change at any time due to reasonable accommodation or other reasons. Also, this document in no way states or implies that these are the only duties to be performed by the employee occupying this position.

Applicants must be of legal age to serve alcohol.

TO APPLY

Please send resumes to:

Justin Berry
Food & Beverage Manager
jberry@avenircentre.com

Please ensure the subject line reads: ***Concession Cashier***
Only successful applicants will be contacted.