

The Corporation of the Town of Lakeshore
Part Time Seasonal Employment Opportunity
External Posting

Position: Skate Patrol

Salary: \$14.17/hr

Reports to: Manager of ATC, Recreation and Leisure

Purpose of Position:

Reporting to the Manager of ATC, Recreation and Leisure, this position is responsible for supervising patrols on the ice, set up and put away equipment and distribute skate rentals during public skate times.

Qualifications:

- 1-3 months customer service experience
- Demonstrated skating ability
- Standard First Aid and CPR with AED certification is an asset
- Able to work co-operatively in a team environment as well as independently and follow instructions

Knowledge:

- Knowledge of cash registers and balancing of daily cash intake.
- Strong mathematical skills
- Strong customer service skills
- Well-developed communication skills in order to deal with fellow staff and the public

Physical Skill and Effort

- Able to use equipment safely and act in a safe manner
- Able to handle cash transactions, count money and disperse correct change.

Major Responsibilities:

- Follow ice admission policies for public skating participants
- Control/count the number of participants on the ice
- Skate as on ice patrol ensuring participants are following approved public skating rules
- Ensure ice rink is free from hazards
- Set up and take down of equipment
- Distribute ice skates as required
- Serve customers in a courteous, friendly and prompt manner.
- Follow all health and safety procedures

Decision Making and Judgement:

- Work is performed under the general direction of the Manager of ATC, Recreation and Leisure with access to municipal policies, procedures, bylaws and regulations.

Interpersonal Skills:

Interpersonal skill to liaise with fellow staff members and the public in a friendly and co-operative manner.

Internal

With Manager to ensure work responsibilities are met.

With other staff to ensure provision of timely information and services.

External

Answer questions from the public, provide information and provide customer service.

Working Conditions:

Environment

- Works at Atlas Tube Centre.

Control over Work Schedule

- Hours are part time and will be established by the Manager.
- Hours of work will not exceed 24 per week.
- Hours of work will include evenings and weekends.

NOTES:

Interested candidates should submit a resume stating their qualifications for the position not later than 4:30 p.m. on Thursday, October 13, 2016 electronically to jobs@lakeshore.ca clearly indicating Skate Patrol in the subject line.

While we appreciate all applications, we acknowledge only those applicants invited for an interview. Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will only be used for the purpose of determining eligibility for this competition. The Town of Lakeshore is an equal opportunity employer. Accommodations under the requirements of the Accessibility for Ontarians with Disabilities Act (AODA) must be made known in advance and will be provided upon request