



# VILLAGE OF KIMBERLY

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The Village of Kimberly Parks and Recreation Department is searching for enthusiastic and responsible seasonal employees to join our team for the summer of 2023! Seasonal positions with Kimberly Parks and Rec are a great fit for students looking for summer employment with flexible scheduling and opportunity for advancement each summer. Additionally, seasonal positions are a great opportunity for students, retirees, or professionals with summers off to work outside in the summer with evenings and weekends off!

The Sunset Beach Swim Facility annually hosts over 13,000 patrons throughout the swimming season and hundreds of dogs during the Bark at the Beach season end swim event. The concession stand processes hundreds of transactions throughout the summer and the admissions desk processes each entrant to the facility.

Please take a moment to learn more about the positions we have available for Summer 2023 before applying. We look forward to seeing your application which can be located here: <https://forms.gle/DHDL8pmf9AzzX6ZJ8>.

Please contact the Parks and Recreation office with any questions you may have via phone 920-788-7507 or email at [streets@vokimberlywi.gov](mailto:streets@vokimberlywi.gov) OR [hfemal@vokimberlywi.gov](mailto:hfemal@vokimberlywi.gov) .

## Seasonal Concessions/Cashier – Sunset Beach Swim Facility

**SALARY RANGE:** \$7.93 - \$9.01 Depending on Qualifications

**ADDITIONAL BENEFITS:** Staff shirt provided, paid training, great team atmosphere

**MINIMUM AGE RESTRICTION:** 14 years old minimum

**REPORT TO WORK LOCATION:** Sunset Beach Swimming Facility, 1010 Fulcer Ave.

**TYPICAL HOURS:** 12:00 p.m. – 7:00 p.m., any fair-weather day throughout the summer

**SEASON DETAILS:** Sunset Beach is open beginning June 2<sup>nd</sup> and closes for the people swimming season August 13<sup>th</sup> followed by Bark at the Beach dog swimming season August 14<sup>th</sup> – September 1<sup>st</sup>. Required staff training date will be held Sunday, May 21<sup>st</sup> starting at 9 a.m.

**ESSENTIAL JOB FUNCTIONS:** Cashier and Concession workers manage admissions and inventory through a computer program called RecDesk, they process credit cards, sell season passes, day passes, and concession items. Answer incoming calls on the Sunset Beach office phone, take messages, or direct calls to the appropriate party. Perform a daily cash balance with accurate records of all information. Enforcement of all admission rules as the front line of safety at Sunset Beach.

**ADDITIONAL JOB FUNCTIONS:** Assist with water safety procedures as needed identified in the beach standard operating procedures, assist with facility maintenance including maintaining a clean and neat work area.

**QUALIFICATIONS:** Previous experience in concessions, a position with responsibility or cash handling preferred.