



## Freeport Park District

### Job Description

**Job Title:** Krape Park Facilities Attendant

**Department:** Recreation

**Reports To:** Krape Facilities - Manager

**Starting Pay:** \$15.00 / hour

**SUMMARY:** The Freeport Park District is seeking responsible, organized, and customer-service oriented individuals to serve as Krape Park Facilities Attendants. Facility Attendants are responsible for assisting with the daily operations of Krape Park amenities including boat rental, carousel, and mini golf, while ensuring a safe, clean, and enjoyable experience for all patrons.

#### ESSENTIAL DUTIES AND RESPONSIBILITIES

- Responsible for cash operations and admissions for concession facilities
- Ensure the safety and cleanliness of all assigned facilities
- Provide quality customer service and ensure patron satisfaction
- Open and close facilities according to establish procedures
- Maintain accurate records of inventory and supplies
- Report any unsafe, unusual, or emergency situations to the supervisors
- Enforce all rules and regulations of the Freeport Park District
- Assist with risk management
- Perform other duties as assigned

#### QUALIFICATIONS

- Ability to work effectively with the public
- Responsible and dependable work ethic
- Ability to follow rules, policies, and procedures
- Successful completion of background check

## **KNOWLEDGE, SKILLS, & ABILITIES**

- Ability to read and understand basic written instructions
- Basic math skills including adding, subtracting, multiplying, and dividing
- Ability to handle money accurately
- Ability to solve problems and respond appropriately to situations
- Ability to interact positively with patrons and staff

## **WORK ENVIRONMENT**

Work is performed both indoors and outdoors.