



## JOB DESCRIPTION

**Date posted:** February 19, 2019

**Job Title:** Cashier, Eagles Landing Café & Crater Canteen

**Working Hours:** Part-time. Flexible hours, 20 - 30 hours per week, Monday - Sunday

**Department:** Food Service

**FLSA Status:** Non-Exempt

**Direct Supervisor's Name and Title:** Denise Wells, Food Service Coordinator

### JOB SUMMARY

The cashier will process food and drink orders and collect payments from Zoo guests and Zoo employees. Greets guests, responds to inquiries, and maintains public food area(s).

### DUTIES

- Responsible for managing register drawer for cash and credit card sales.
- Accept cash payment and return correct change.
- Wait on customers in a friendly and welcoming manner.
- Relay guest's orders to the kitchen staff.
- Keep counter and front area clean and organized.
- Let cook staff know when food and drink products are running low.
- Perform other duties as assigned.

### SUPERVISION

This position has no supervisory responsibilities.

### TECHNOLOGY/ EQUIPMENT/ TOOLS

Point of Sale computerized system

### PHYSICAL ACTIVITY

This position requires standing for long periods of time. Requires speaking, hearing, seeing, interacting with general public, guests, and staff. Must be able to lift and carry up to 40 pounds.

### WORK ENVIRONMENT

Work is performed in a food prep and kitchen environment with moderate noise. Due to food prep and grills, temperature in area may be very warm at times. May require walking to various locations throughout the Seneca Park Zoo will cause exposure to outdoor elements. Due to Zoo's hours of operation, night and weekend availability is required.

### QUALIFICATIONS

Must be at least 16 years of age.

#### EXPERIENCE REQUIREMENTS

- Proven experience in a customer service role is highly desired.
- Must have clear and strong communication skills.
- Must have ability to work independently.
- Must have good mathematical skills.
- Must be able to handle pressure well in very busy situations.

All interested applicants must submit a current resume and cover letter describing their qualifications as they relate to the duties of the position. Electronic copies are encouraged and may be submitted to Chip Kneessy, Food Operations Manager, at [akneessy@senecazoo.org](mailto:akneessy@senecazoo.org) with 'Eagles Landing Cashier' in the subject line or by hard copy to Chip Kneessy, Food Service Manager, Seneca Park Zoo Society, 2222 St. Paul Street, Rochester NY 14621.

*Seneca Park Zoo Society is an equal opportunity employer*