



2012 - Seasonal Employment Marina Assistant

Responsibilities: Provide prompt, efficient, and gracious service to all guests of the Stark County Park District Marinas located at Sippo Lake Park and Walborn Reservoir. Prepare food and beverage items as ordered while following all requirements to meet Department of Health standards; rent boats; properly issue fishing licenses; sell bait, and other retail items. Follow all specified procedures for opening and closing; correctly use cash register; and handle credit/debit transactions; prepare daily revenue reports as assigned. Responsible for keeping facility neat, clean, and stocked this may include preparing and submitting inventory and product orders. Follow all specified procedures for safe and proper boat rental and boat maintenance. Report any maintenance problems immediately to direct supervisor or designated maintenance staff. Answer general questions about Stark Parks and direct patrons to appropriate department for more information.

Qualifications: Must be willing to work weekends and holidays. We are a park district and these are high traffic times. (Marina hours: 6 a.m.- 9 p.m. Monday - Sunday) Punctuality and reliability are required. Excellent communication and customer service skills are required – outgoing and service oriented. Previous cash register experience is preferred, 6 months. Must have strong math skills and show ability to handle money accurately. This position required physical strength (pulling, lifting, squatting, bending, reaching) CPR, First Aid and OBEC required (will train). Must have valid Ohio driver's license and be insurable. Minors (16-17) may be required to obtain a work permit. Pre-employment screening includes passing criminal history background check, drug/alcohol screening, and be eligible for employment in the United States. Applicants

Pay: Minimum Wage

Dates of Employment: Opportunities available between April - October 2012

Posted: Until filled

Location: Sippo Lake Marina (Perry Township) and Walborn Reservoir Marina (Alliance)

Method for Applying: Please submit a cover letter indicating how you meet the job qualifications along with an application and indicate which marina you are interested in working at.

Applications can be obtained at the Stark Parks Administration office, Monday – Friday, 8:30 am - 4:00 pm or from the Stark Parks website: www.starkparks.com.

Stark County Park District
Attn: Pam Blackburn, HR Administrator
5300 Tyner St. NW
Canton, OH 44708

or

pblackburn@starkparks.com