

# Town of Wolfeboro, NH

**POSITION: Abenaki Ski Area Grill Staff**

**DEPARTMENT: Parks & Recreation**

## **GENERAL SUMMARY**

Managing grilling and preparing food at Abenaki Ski Area as well as assisting the lodge staff with any lodge related duties.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Welcome guests who approach the concession stand.
- Prepare orders for food and beverages and prepare food items
- Follow proper sanitation guidelines during food preparation and packing activities
- Participate in the set-up of concession stands, arrange inventory of supplies and communicate shortages of deficiencies to vendors or suppliers
- Perform clean-up duties after each shift and ensure that concession stand is sanitized and tidied up for the next attendant
- Clean and maintain food preparation equipment such as grills, ovens, microwaves, and others on a regular basis. Assist with general cleaning of the lodge.

## **DESIRED MINIMUM QUALIFICATIONS**

### **Education and Experience**

- At least 16 years of age preferred.
- Ability to operate a computer and cash register.

### **Knowledge, Skills and Abilities**

- A friendly demeanor and genuine interest in working with the public.
- Ability to provide basic janitorial and maintenance tasks.
- Ability to lift up to 50 lbs.

## **SUPERVISION EXERCISED**

None.

## **TOOLS AND EQUIPMENT USED**

Two-way radios, maintenance equipment, first aid equipment and other materials required to perform a task.

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; and see. The employee must regularly stoop, bend, crouch or crawl; climb several flights of stairs, lift and/or move up to 50 pounds.

Interested applicants should email a resume and cover letter to Parks and Recreation Director Christine Collins at [parksdirector@wolfeboronh.us](mailto:parksdirector@wolfeboronh.us) or mail materials to Parks and Recreation, PO Box 629, Wolfeboro, NH 03894.

**External and internal applicants, as well as position incumbents who become disabled as defined under the Americans With Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.**

**Approved By:** \_\_\_\_\_

**Date:** \_\_\_\_\_