

CONCESSIONS SERVER

Rogers City Theater - Presque Isle District Library

JOB DESCRIPTION:

Concessions Servers serve popcorn, pop, candy, and tickets to patrons of the Rogers City Theater while helping to cultivate a friendly, relaxed, fun, and inviting atmosphere.

Work shifts are typically 1.5 hours (e.g. 6:30 PM to 8:00 PM for a 7:30 show or 1:00 to 2:30 for a 2:00 show), with 1-3 shifts per week. Shows are typically evenings Friday through Monday, plus Sunday afternoons, hours will vary from week to week.

TASKS:

- Be at work on time and ready to be calm, focused, efficient, and friendly.
- Clean theater bathrooms before each show.
- Make popcorn, staying ahead of customer demand as much as possible.
- Sell popcorn, pop, and candy to theater patrons.
 - Interact with customers in a friendly, calm, and polite manner.
 - Listen carefully to customer orders and communicate with coworkers and customers to fulfill orders accurately.
 - Count cash and make change accurately and responsibly.
- Answer customer questions honestly, and as accurately as possible.
- Restock items as needed.
- Sell event tickets.
- Keep workspaces clean and tidy.
- Clean and sanitize equipment.
- Communicate clearly and promptly about work shift scheduling.
- Be observant of potential problems and communicate clearly with coworkers.
- Help to train new employees.
- Gradually learn about the theater building, the projection system, and the theater operations in general in order to help everything to run smoothly when the Theater Manager is sick, on vacation, or otherwise absent and someone else from Presque Isle District Library is filling in.

REQUIREMENTS:

- Must be at least 14 years old. (If under 18, will need a work permit from school.)
- Generally available for work on evenings Fridays through Mondays plus Sunday afternoons. Typical work week is 1-3 shifts (1.5-4.5 hours). Accommodations can be made for scheduling.

COMPENSATION:

\$11.05/hour plus tips. Perks: Free movie attendance, paid time off per Presque Isle District Library policy. Contact Theater Manager Daniel Bielas at 989-306-2071 or rct@pidl.org with any questions. Send completed applications to rct@pidl.org, or drop off at Presque Isle District Library (Rogers City branch).

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Name: _____ Date of Birth: _____

Address: _____

Phone: _____ E-mail: _____

School: _____ Grade: _____

Sports or other commitments: _____

Days unavailable for work: _____

Plans for vacation or trips: _____

Latest employer (if any): _____ Phone: _____

Dates started/ended: _____

Job duties: _____

Any other relevant experience (jobs, extra-curriculars, etc.)? _____

References

(Teachers, coaches, employers, church leaders, or the like. No family members, please.)

Name: _____

Phone: _____

Relationship: _____

Name: _____

Phone: _____

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