

EMPLOYMENT OPPORTUNITY



Admissions Attendant (16+ Years Old)

Location: Turtle Splash Water Park

Start Date: Now Accepting Applications for Interviews Held in January-March 2024; May 2024 Start Date

Salary Range: \$14.00-\$16.00/Hour

Contact: Ben Nelson, Recreation Manager (E: bnelson@we-goparks.org, Ph: 630-231-9474 x104)

General Description:

Under the direction and supervision of the Admissions Supervisor and Recreation Manager, the Admissions Attendant is responsible for providing excellent customer service to all patrons of Turtle Splash Water Park.

Essential Duties & Responsibilities:

- Greet and Service Patrons
- Answer Phone Calls
- Process Season Pass and Daily Admission Sales
- Process Swim Lesson Registrations
- Provide Information regarding West Chicago Park District Programs and Facilities

Benefits:

- Complimentary ARC Center Fitness Membership
- Complimentary Turtle Splash Water Park Splash Pass (June-August)

Requirements:

(* = Training Provided by the West Chicago Park District Upon Hire)

- Minimum Age: 16
- CPR/AED/First Aid Certification*
- Attend Admissions Training*
- Must have Reliable Transportation
- Must be Able to Pass Background Investigation
- Must have Ability to Respond Appropriately in Emergency Situations
- Must be able to Work a Flexible Schedule including Days, Evenings, Weekends, and Holidays

Employment with the West Chicago Park District is subject to the operation of Turtle Splash Water Park. This job description does not state or imply that the above are the only duties and responsibilities assigned to this position. Employees holding this position will be required to perform any other job-related duties or tasks as requested by management. All requirements are subject to possible modification to reasonably accommodate individuals with disabilities