

## **CORPORATION OF THE TOWN OF BLIND RIVER**

**JOB TITLE:** CONCESSION SERVER  
SEASONAL CONTRACT – ICE RENTAL SEASON

**REPORTS TO:** DIRECTOR of FACILITIES & COMMUNITY SERVICES

**PURPOSE OF POSITION:** Operation of the Mill Yard Café

### **Job Summary**

Primary responsibilities of a Concession Server are to monitor and facilitate the daily operations of the Town of Blind River's Mill Yard Café.

Working in a team-setting under general supervision to provide a welcoming, clean, and professional food service to users.

Develops and maintains cooperative working relationships with staff, public and other authorized users of the facilities. Ensures that customers are treated as top-priority.

### **Responsibilities**

- Appear welcoming, tidy, and customer-focused
- Ensure all tables, chairs, and eating areas are tidy at all times
- Ensure Trash is taken out from eating area
- Prepare basic food requests as per our menu
- Restock items throughout shift
- Ensure Café is clean and fully-stocked at the end of each shift
- Report low stock to Supervisor
- Report requests for new and updated items to Supervisor
- Ensure ability to work Junior A as well as Minor Hockey high-traffic dates
- Take complete messages for those seeking ice times

### **Skills & Proficiencies**

- Mathematical skills
- Interpersonal communication skills, both written and verbal
- Time management skills and the ability to work alone or in a group setting
- Must be dependable and punctual
- Demonstrated customer service abilities in high volume (periodic) demanding environment

### **Experience**

- Previous customer service is an asset
- Previous food and beverage experience is an asset