

Carousel for All Children

Seasonal Job Description - 2017

POSITION: Carousel Associate

LOCATION: Staten Island, New York

STATUS: Part-Time / variable weekdays and weekends

HOURS: up to 24 hours a week

SALARY: \$_____ per hour

REPORTS TO: Senior Carousel Manager & Assistant Managers

POSITION OBJECTIVES: To maintain a healthy and efficient carousel operation by performing his or her duties, handling the daily financial interactions at the food court, gift shop and ticket stand, and insure the welfare of all who visit the Carousel for All Children.

RESPONSIBILITIES/ACTIVITIES:

- Support the Senior & Assistant Carousel Managers in the day-to-day operation of the Carousel for All Children
- Assist managers in opening and closing the carousel to the public
- Assist in setting-up the daily cash banks for the food court, gift shop and ticket booth; helping close out banks at the end of the day
- Report to work on time, fill out correct timesheets, and provide customers with quality customer service
- Maintain safe handling of food at the food court
- Maintain the safe operation of the carousel during hours of ridership
- Maintain the cleanliness of the area in and around the food court, gift shop, ticket booth and carousel
- Assist managers with rental events at the carousel, both during hours of operation and afterhours for exclusive rental
- Ensure timely, thorough and accurate reporting of any issues or concerns that arise on site and relate them to the managerial staff
- Foster and enhance strong relationships with carousel staff, Greenbelt Conservancy staff, Parks Department staff and the general public

QUALIFICATIONS:

- Ability to communicate and work collaboratively and effectively with others
- Ability to commit to a flexible work schedule, including evenings and weekends
- Ability to do simple math and handle the carousels cash banks
- Proficiency in identifying, analyzing and solving problems
- Demonstrate ability to manage multiple responsibilities, and perform well under pressure
- Ability to manage time, work independently, and provide customer service to all who visit the carousel
- Must be able to lift up to 25 lbs. without difficulty, and stand and work on your feet for long periods of time

TO APPLY:

E-mail cover letter, resume including reference, carousel application no later than Friday, March 17, 2017 to:

markowski@sigreenbelt.org

or

The Greenbelt Conservancy

Attn: Marie Markowski

200 Nevada Avenue

Staten Island, New York 10306

Phone: 718-667-2165 ext. 306