



GAME DAY CASHIER

Department: Facilities Operations

Full/PT Time: 15 – 30 Hours

Supervisor: Facilities Ops Coordinator | GM

Location: Essex County

SUMMARY:

The New Jersey Spartans Game Day Cashier is responsible for maintaining incoming and outgoing money during Game Day Programs.

ESSENTIAL FUNCTIONS:

- Ensure that each customer receives outstanding service by providing a friendly environment, which includes greeting and acknowledging every customer, maintaining outstanding standards, solid product knowledge and all other aspects of customer service.
- Promote and sell tickets for games and special events as well as Spartan merchandise.
- Be knowledgeable of all promotions and advertisements.
- Accurately and efficiently ring sales and accurately maintain and handle all cash transactions.
- Maintain a stocked, clean and orderly appearance of assigned concession area.
- Track sales and perform merchandise inventory audits.
- Set-up, cleanup and tear down of assigned concession area.
- Communicate customer requests to management.
- Event Assistance – It is mandatory that Interns be available to help with any events occurring during his/her Internship (i.e. games, fundraisers, promotions and other special events hosted by the Spartans)
- Assist with entrance, tickets and merchandise sells during home games.
- Provide assistance to the rest of the management staff members as requested, when needed.
- Perform other duties and responsibilities as assigned by the Marketing or General Manager.

EXPECTATIONS:

- Abide by the Rules & Regulations established by the New Jersey Spartans Organization.
- Project a professional image in all interactions with customers and fellow Spartan Associates.
- Arrive on time and perform your duties based upon your scheduled hours.
- Represent the New Jersey Spartans and the football program with pride and respect at all times.

QUALIFICATIONS & SKILLS:

- Excellent Presentation Skills
- Professional and courteous communication Skills
- Physical ability to stand for extended periods and to move and handle boxes of merchandise and fixtures throughout the store, which entails lifting, and perform all functions as set forth above
- Ability to maintain a motivating environment.
- Basic Knowledge of Microsoft Office
- Excellent Organizational skills

EDUCATION | EXPERIENCE REQUIREMENTS:

- High School Graduate
- Accounting Experience, a plus
- 1 Year Cashier Experience required

“RETURN TO GLORY”

478 Union Avenue, Belleville, NJ 07109 | 973- SPARTAN | WWW.NJSPARTANS.COM

Internship