POSITION ANNOUNCEMENT

TITLE: CONCESSIONS SUPERVISOR
DEPARTMENT: CAMPUS DINING
REPORTS TO: CONCESSIONS MANAGER
HOURS: PART-TIME
(Various shifts, nights and weekends)
SALARY RANGE: $11.00 - $12.50 / PER HOUR
FLSA STATUS: NON-EXEMPT

POSITION SUMMARY:
Under the direction of the Concessions Manager, will work in concession locations to provide an excellent customer service experience to the concession patrons.

ESSENTIAL FUNCTIONS:
- Prepare customer orders.
- Process customer transactions using a cash register.
- Ensure that all food is fresh and within date.
- Ensure that stand is properly stocked at all times.
- Responsible for opening inventory.
- Responsible for ensuring stand employees are in proper uniform.
- Set-up stands for the day. Ensure that all elements needed to operate stand are available.
- Schedule and supervise stand workers breaks (accounting for coverage) and ensure that breaks are properly recorded.
- Responsible for closing inventory (i.e. counting, transfers and spoilage reports are completed).
- Ensuring cleanliness and sanitation of the stand by supervising workers.
- Ensure staff is demonstrating excellent customer service.
- Other duties as assigned.

MINIMUM QUALIFICATIONS:
- Previous experience in food services in a supervisory role.
- Must be flexible and able to work a varied schedule, weekends and evenings.
- Must be fluent in English language both spoken and written able to read and interpret documents such as safety rules, operating and maintenance instructions and procedures manuals.
- Ability to work under pressure and produce high volume and quick service.
- Must have or be able to obtain a Food Handler card/certification.

EDUCATION:
- High school diploma
PHYSICAL DEMANDS:
- Typical work activities involve frequent and prolonged periods of standing, walking extended distances, bending, stooping, kneeling or squatting while performing duties.
- Reach or stretch by extending hand(s) or arm(s) in any direction.
- Requires physical work, lifting, pushing, or pulling required of objects up to 25 pounds.

APPLICATION PROCEDURE:
To be considered an applicant; you must apply through our online applicant portal found on the following site:

http://asc1app.fullerton.edu/Finance/applicant/public/default.aspx

Please include an attachment with your hour's availability when applying through the portal.

If you are a qualified individual with a disability or a disabled veteran, you have the right to request an accommodation if you are unable or limited in your ability to use or access our career center as a result of your disability. To request an accommodation, contact a Human Resources Representative at ascemployment@fullerton.edu.

APPLICATION DEADLINE: ***This is an open continuous recruitment. Qualified candidates will be hired based on the needs of the various Campus Dining locations.

CSU Fullerton Auxiliary Services Corporation is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex including sexual orientation and gender identity, national origin, disability, protected Veteran Status, or any other characteristic protected by applicable federal, state, or local law.