



CONCESSION COORDINATOR

(September to April each year)

The City of Port Alberni is currently accepting applications from enthusiastic, reliable and qualified candidates to oversee the operation of the City's concession facilities at the Alberni Valley Multiplex and other locations. The Concession Coordinator works both independently and as the leader of the concession team. This position works with and reports to the Manager of Recreation Services.

The Concession Coordinator is responsible for all aspects of the City's concession operations including monitoring and maintaining food inventory, ordering food and beverages (including alcohol), ensuring the efficient operations of concession services, training and supervising staff, and dealing with public suggestions and feedback.

This part-time position (24-30 hours per week) works a variety of shifts including daytime, evenings and weekends during Junior A & B hockey games.

Required qualifications for this position include:

- Completion of Grade 12 or equivalent
- A valid Class 5 BC Driver's Licence
- A minimum of three years' experience working in food and beverage service operations
- Demonstrated supervisory experience
- Current FOODSAFE certification
- Current Serving It Right certification
- Current Standard First Aid with CPR-C/AED certification

The successful applicant will be required to complete a pre-employment fitness evaluation as well as a Police Information Check. The rate of pay for this position is \$31.44 per hour plus 15% in lieu of benefits.

This position will remain open to applicants until filled.

Interested and qualified applicants are invited to apply by forwarding a resume and cover letter, along with copies of their qualifications to:

Attention: Human Resources
By mail: City of Port Alberni, 4850 Argyle Street, Port Alberni, BC V9Y 1V8
By email: humanresources_resumes@portalberni.ca

We wish to thank all applicants for their interest and advise that only those selected to be interviewed will be contacted.