



CITY OF FLORENCE, ALABAMA

JOB NOTICE *Human Resources / Benefits Department* **February 27, 2012** **Public Job Posting**

Applications for **FOUR PART-TIME TEMPORARY BEVERAGE CART WORKERS IN THE CITY OF FLORENCE PARKS & RECREATION DEPARTMENT** for the summer of 2012 will be received in the Office of Human Resources until 5:00 P.M., **JULY 31, 2012.** Application forms may be picked up in the Office of Human Resources, Suite 107, First Floor, City Hall, Monday through Friday from 8:00 A.M. to 5:00 P.M., through **JULY 31, 2012.**

Although this job notice will remain open until July 31, 2012, the four employees hired under this notice will be selected prior to **APRIL 2, 2012.** Initial screening of applications will begin on or about **MARCH 15, 2012.** Later hiring will be limited to filling vacancies that may occur or to meet additional requirements, which is expected to be limited.

HOURLY RATE: \$7.2500 per hour

JOB SUMMARY: THE PART-TIME/TEMPORARY BEVERAGE CART WORKER IS RESPONSIBLE FOR SAFELY DRIVING GOLF CART THROUGHOUT GOLF COURSE DELIVERING BEVERAGES, RECEIVING PAYMENTS AND MAKING CHANGE, AND ASSISTING IN THE GRILLE. SPECIFIC DUTIES INCLUDE: MAINTAINING CLEAN AND SAFE WORKING CONDITIONS; MAINTAINING PROPER AND PROFESSIONAL ETIQUETTE AND APPEARANCE; REQUESTING SUPPLIES AS NEEDED; ASSISTING IN UPKEEPING FACILITIES; WORKING AT TOURNAMENTS AND OUTINGS AS NEEDED; AND, WORKING WITH THE PUBLIC IN A PROFESSIONAL MANNER.

MUST BE ABLE TO WORK FLEXIBLE SCHEDULE, INCLUDING WEEKENDS AND HOLIDAYS.

MUST BE ABLE TO WORK IN ALL WEATHER CONDITIONS.

MUST BE 21 YEARS OF AGE.

Prior to preparing an application, all prospective applicants are advised to review the qualification section of the attached Job Description to compare their skills to those required of the Job Holder.

Robert S. Steen
Interim Human Resources Director