

POSITION TITLE: Bowling Alley Manager – Jim Kook RecPlex

Closing Date: September 10th, 2019

Wage - \$15.00/hour

Minimum of 20 hours per week

FUNCTION:

The Town of Outlook is hiring a Bowling Alley Manager. This position will take part in the daily operations of the Town Bowling Alley. The position will be a minimum of Twenty Hours per week plus private bookings. This position will have certain freedoms in terms of developing bowling events that attract the public in efforts to rejuvenate bowling in the Town of Outlook.

Qualifications

- Valid Driver's License, Criminal Record/ Vulnerable Sector Check, High Level of Organization
- CPR, First Aid, Serve it Right and a creative mindset will be considered assets.

Duties

- Complete daily cash and attendance reports as well as the daily operator's log
- Daily and Weekly cleaning responsibilities
- Communicate with the public in a resourceful and respectful manner
- Scheduling and supervising bowling nights
- Carry out instructions or tasks as laid out by the recreation director
- Work to develop a bowling league(s) and build public interest

Maintenance

- Develop and implement a maintenance checklist (daily, weekly, and monthly)
- Ensure that all equipment is maintained, in working order and reflects well on the Town of Outlook.

Any interested candidates are welcomed to forward their cover letter and resume by email to:

outlookrec@sasktel.net

Jordy Jones
Director of Recreation
Town of Outlook
306-867-9555