



City of Weyburn

The City of Weyburn's mission is to provide leadership for the creation of a common vision and goals for planned economic growth, efficient use of resources, and a high quality of life in the Weyburn community.

Visit our website:
www.weyburn.ca

The **City of Weyburn Leisure Services Department** invites applications for the position of:

WEYBURN LEISURE CENTRE CASHIER/ATTENDANT

The Cashier/Attendant is a key component to the Leisure Services Department by providing information about programs to the public, processing transactions and recording data for statistical reports for the Weyburn Leisure Centre.

Duties & Responsibilities

- Provide the public with information and direction pertaining to the Weyburn Leisure Services schedule of program information;
- Accept and accurately record program registrations, swim attendance and swim admissions;
- Process revenue generated within the Department and prepare cash reports;
- Assist with pool maintenance and other program services when necessary;
- Enforce safety policies as well as facility operating policies;
- Other duties as assigned

Qualifications

- Superior customer service skills
- Excellent verbal and written skills
- Data entry and accounting knowledge
- Knowledge/experience of the Red Cross Swim Program is preferred
- First Aid & CPR-C is an asset.

Wage

- In accordance to the C.U.P.E. Local 90 Agreement

Resumes will be accepted until position is filled.

Please submit resumes or direct further position inquiries to:

Mathew Warren, Director of Leisure Services

Box 370, Weyburn, Saskatchewan S4H 2K6

P: 306.848.3217 F: 306.842.2001

or electronic resumes to: mwarren@weyburn.ca