Cinema and Game Room Line Staff

Job Summary: Line Staff operate the Game Room, Cinema, and other related programs.

Supervision: This position reports directly to the designated Operations Manager. Cross-supervision is provided by the other full time staff.

Responsibilities include, but are not limited to:
- Utilize point of sale systems to sell tickets and concessions
- Utilize point of sale systems to track and charge customers for use of Game Room equipment
- Complete cash transactions and end of shift reconciliations
- Manage equipment and concessions inventories
- Inform customers about pricing and schedules
- Assist with programs in associated areas
- Provide customer service that enhances the user’s experience
- Coordinate with the Shift Leader, Building Manager or full time staff during emergencies
- Attend mandatory meetings, trainings, events and complete in-service curriculum requirements
- Perform other duties as assigned

Qualifications:
- A cumulative and term GPA of 2.5 or better at the time of application. A per semester GPA of 2.5 or better must be maintained throughout employment.
- Prior customer service or cash handling experience
- Ability to work with limited supervision is preferred

Schedule: This position requires flexible availability including late nights, weekends and during some breaks. Typically, Line Staff will work anywhere from 5 to 20 hours per week and will work no more than 30 hours unless special notice has been given. At no time should any student staff member work overtime without prior approval of their supervisor.