



Pool Clerk/Concession Stand Attendant

Job Title: Pool Clerk/Concession Stand Attendant

Department: Recreation & Parks

Location: City of Clarkston, GA

Employment Type: Part-Time, Seasonal

Pay Rate: \$15.00 per hour

Dates of Employment: May – September 2025

Application Deadline: Friday, May 16, 2025

Reports To: Recreation & Aquatics Program Coordinator

Job Summary

The City of Clarkston is seeking friendly, reliable, and responsible individuals to serve as Pool Clerk/Concession Stand Attendants for the 2025 summer pool season. This part-time, seasonal position supports daily operations at the city pool and concession stand, providing excellent customer service to patrons while maintaining a clean, safe, and welcoming environment.

Key Responsibilities:

- Greet and assist pool patrons in a professional and courteous manner
- Monitor and enforce pool rules to ensure the safety of guest
- Operate concession stand, including food preparation, sales, and restocking
- Handle cash and operate a point-of-sale system accurately
- Maintain cleanliness of the pool area, restrooms, and concession stand area
- Assist with setup, takedown, and daily operational task
- Report maintenance issues or safety concerns to the Recreation & Aquatics Program Coordinator
- Follow all health and safety regulations and city policies
- Perform other duties as assigned

Qualifications:

- Must be at least 16 years old
- Strong customer service and communication skills
- Ability to work independently and as part of a team
- Basic math skills for handling cash and making change
- Ability to work outdoors in varying weather conditions
- Preferred qualifications: Previous experience in customer service, food service, or recreation setting is a plus.
- CPR and First Aid certification (training may be provided)

Availability to work flexible hours, including evenings, weekends, and holidays from May to September.

Interested candidates should submit a resume, cover letter, and professional references, via this online portal:

<https://www.cognitoforms.com/CityOfClarkstonGA/EmploymentApplication>

Application Deadline: Friday, May 16, 2025

EQUAL OPPORTUNITY EMPLOYER:

The City of Clarkston is an Equal Opportunity Employer. We do not discriminate on the basis of age, gender, race, color, national origin, religion, disability, or any other class or status protected by law.

IMPORTANT: By submitting your resume online, you hereby authorize the City of Clarkston to contact, obtain, and verify the accuracy of the information contained in this application from all previous employers, references, and educational institutions. You also hereby release from liability the City of Clarkston and its representatives for seeking, gathering, and using such information to make employment decisions and all other persons or organizations for providing such information.

You understand that any misrepresentation or material omission made by you on this application will be sufficient cause for cancellation of this application or immediate termination of employment if you are employed, whenever it may be discovered.

No unsolicited letters, emails, telephone calls, or in-person submission will be considered in fairness to other potential candidates for this position.

The City of Clarkston is an Equal Opportunity Employer and a Drug Free Workplace.