City of Lindsay

TEAM MEMBER II / IT SPECIALIST FULL-TIME
EMPLOYMENT OPPORTUNITY
OPEN RECRUITMENT

Class Title: TEAM MEMBER II IT SPECIALIST
Department: MCDERMONT/WELLNESS DEPARTMENT
Location: 365 N SWEETBRIER
Date: 11/8/2016

Compensation: $11.83-15.85 HR
Step Range: 1-7
Status: FULL-TIME
Union: SEIU

Application can be submitted on the City of Lindsay Website at www.lindsay.ca.us
By 5:00pm, Wednesday, November 30, 2016.

GENERAL DESCRIPTION:

The Team Member II assignment may include the following responsibilities: operation of McDermont attractions, cashiering, concessions, maintenance, event set-up, birthday parties, membership, event coordination, sales, marketing and other assignments. All McDermont Team Members are expected to provide exceptional customer service and help create the McDermont experience for patrons to the facility. The emphasis for this position is on Information Technologies as a primary responsibility.

SUPERVISION RECEIVED:

Work under the general supervision of the McDermont/Wellness Center Director, Assistant to the McDermont Director, and under Team Member IIIs, particular the Maintenance Manager Team Member III.

SUPERVISION EXERCISED:

Under the direction of the McDermont/Wellness Center Director, Assistant to the McDermont Director, and Team Member IIIs, may supervise Team Member I employees.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Helps to create and promote a safe and inviting environment for McDermont fans.
- Maintain, update and ensure proper backup of Information and Technology systems.
- Procure additional equipment, services, and upgrades as needed to keep all aspects of McDermont/Wellness Center technology functioning at optimum levels of efficiency.
- Seek to improve/repair current systems and equipment
- Perform PCI compliance checks as required by regulatory body
- Answers customer questions and provides accurate information on McDermont programs and services.
- Carries out assignments in a professional and friendly manner.
- Provides McDermont fans with operation and safety instructions for McDermont attractions.
- Assists with cleaning and maintenance of facility.
- Order inventory, stock product, maintains displays and helps track inventory.
- Helps with set-up and clean up for special events, tournaments, scheduled activities and other functions..
- Handles cashier transactions and retail sales..
- Organize special events, tournaments and other McDermont activities.
- Oversee specific attractions and/or retail venues within McDermont.
- Promote McDermont through membership sales and partner recruitment.
- Other duties as assigned.

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DESIRED QUALIFICATIONS:

- Experience with Max Enterprise and Embed software packages.
- Knowledge of and experience with rock climbing, flow boarding, laser tag, zip line and other attractions available within McDermont.
- Understanding of operation and maintenance of fitness center and fitness equipment.
- Ability to operate point of sales machines, membership scanners, computers, sound equipment, and other items essential for the day-to-day operation of the facility.
- Experience in event coordination and marketing.

EDUCATION AND EXPERIENCE:

- Graduation from a high school or GED equivalent.
- Any combination of education and experience that demonstrates that the candidate is able to carry out the essential duties of the position.

NECESSARY SKILLS, KNOWLEDGE AND ABILITIES:

- Ability to evaluate customer satisfaction and maintain a service oriented mindset.
- Good oral and written communication skills so as to effectively interact with patrons, employees and supervisors.
- Ability to pass in-house certification process for specialized assignments.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee must occasionally lift and/or move up to 35 pounds. Employee must be available to work evening and weekend shifts.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

McDermont is a highly energized work environment characterized by multiple sports and entertainment venues.

Employee Benefits:
Vacation, Holidays, Sick Leave, Medical, Dental and Vision Plans, Life Insurance, Cal Pers Retirement, Deferred Comp, Employee Credit Union, Aflac and Cafeteria Plan.

McDermont Director

City Manager