
WEB JOB POSTING

Concession Coordinator

RESPONSIBILITIES:

The City of Tullahoma is accepting applications for Concession Coordinator which is a full-time position in the Recreation Department. This position manages the daily operations of the concession service and serves as the night supervisor for the community center. Responsibilities include training and scheduling of staff, financial accounting of concession funds, monitoring inventory and overall maintenance of the concession area. The Concession Coordinator handles any food related service function of the Recreation department. During the evening hours, this position oversees community center activities and staff including the enforcement of facility rules and regulations.

REQUIREMENTS:

College degree preferred. Candidates must have (2) years of supervisory experience, work experience in food service and customer service and strong computer skills.

BENEFITS:

This is a full-time position with benefits. The annual salary is between \$31,314 – \$33,734. Work hours are on second shift from Wednesday to Sunday.

RECRUITMENT:

Individuals interested in applying for this position can print the application available on-line at www.tullahomatn.gov and complete the form or obtain an application at City Hall. The application or resume can be submitted by:

Mail: City of Tullahoma, Attn: Human Resources, PO Box 807, Tullahoma, TN 37388

Email: cbrice@tullahomatn.gov

Fax: 931-455-2782

Deliver: City Hall / Municipal Building, 201 W. Grundy Street, Tullahoma, TN

A complete copy of the job description is available upon request. The City of Tullahoma is an equal opportunity employer.

Posted: August 1, 2016

Closes: until filled