

Position Title: **Guest Entrance Attendant – Temporary/Part-Time**

Position Location: **North/South Gate**

Reports To: **Guest Entrance Lead and Superintendent**

Pay Rate: **\$9.00 per hour**

General Purpose:

Ensure the smooth and efficient flow of patrons entering and exiting the fairgrounds while maintaining a safe and welcoming environment.

Job Responsibilities:

- Maintain a clean and welcoming gate area, performing light janitorial duties as needed.
- Assist in setting up and shutting down work areas as instructed.
- Verify and process admission tickets or passes promptly and efficiently.
- Direct patrons to appropriate entry and exit points.
- Provide excellent customer service, answer guest inquiries and offer information about the fair.
- Adhere to all fair safety protocols and immediately report any safety concerns.
- Comply with the fair's dress code policy.
- Report to work on time and maintain regular attendance.
- Review timecard regularly and report errors to supervisor immediately.
- Demonstrate honesty, integrity, and accountability in all aspects of gate operations.

Skills Needed:

- Exceptional customer service and interpersonal skills.
- Ability to work well with different personalities in a fast-paced environment and maintain a professional attitude.
- Attention to detail and accuracy.
- Ability to follow detailed instructions and procedures and ensure accuracy.
- Ability to work flexible hours, including a variety of daytime, evening, and weekend shifts.
- Ability to work all 12 days of the fair.

Physical Requirements and Working Conditions:

- Physical Activities: The position involves standing, walking, talking, and lifting (up to 25 pounds). Requires good balance and coordination.
- Physical Requirements: Medium work is required, involving exertion of up to 25 pounds of force occasionally. The job involves standing for extended periods.

- Visual Acuity: The worker needs to have visual acuity to monitor the gate and surrounding area and interact with guests.
- Working Conditions: The worker is exposed to various weather conditions, including heat, cold, rain, and wind. The work environment is loud and may include crowds of people.

Tentative Work Schedule/Dates:

Work schedules vary by position and day of the week. Please get an exact schedule from your supervisor. Times subject to change depending on weather, crowds, etc.

Note: This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Duties, responsibilities, and activities may change, or new ones may be assigned at any time with or without notice.

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