

Recreation and Wellbeing

SRC Facility Attendant Position Application

APPLICATIONS DUE: April 22nd, 2022

Name _____ Expected Graduation Date (circle one) Fall Spring Year: _____

How many credits are you taking in the Fall 2022 Semester? _____

@ Vandals Email _____

Phone # _____

SRC Facility Attendants - Hiring for Summer and/or Fall 2022

Applications can be printed and turned in to the SRC Info Desk or completed on Handshake (Job #6222638)

General Job Descriptions:

SRC Facility Attendants (staff) will monitor patrons for safety and proper use of the facility. Facility Attendants will also be responsible for regular cleaning of equipment and facilities. Starting wage is \$10/hour.

Detailed Responsibilities:

- Educate and enforce all SRC policies to promote patron and facility safety
- Act as first responder to all accidents and incidents
- Wash, dry, fold, stock towels
- Clean fitness equipment and spaces daily
- Clean restrooms and locker rooms daily
- Set-up and tear-down auxiliary fitness and facility equipment
- Utilize facility management software
- Check-in/out rental equipment
- Sell memberships, locker rentals, and point of sale items
- Cash handling, credit card processing, and end of shift closeouts
- Complete computer-based reports regarding accidents, injuries, facility/equipment maintenance
- Provide facility tours
- Other duties as assigned
- Required Qualifications:
- Current UI Student
- At least 18 years old
- Ability to work at least 2 shifts per week (between 6-8 hours total)
- Flexible work availability - ability and willingness to work mornings, afternoons, evenings and weekends if necessary
- Ability and willingness to work holidays and UI breaks (Fall Break, Winter Break, Spring Break) if necessary
- Ability to communicate in a prompt and professional manner using email, text, or internal department communications
- Ability to take responsibility for assigned shifts and find shift coverage if necessary
- Ability to pass a background check

Preferred Qualifications:

- Current First Aid and CPR/AED certification (certification will be required within 3 weeks of hire if not currently certified)
- Prior experience working in a fitness or recreation center facility
- Prior membership/front desk service and/or cash handling experience
- Prior Idaho employee with current background check and work authorization card

Required Application Documents:

- Current Resume
- Facility Attendant Questionnaire (see below for questions; submit in a typed document)

(Please see other side)

Facility Attendant Questionnaire (Please type answers in a separate document):

1. A requirement for this position is the ability and willingness to work mornings, evenings, weekends, holidays & at least one break (fall, winter, and spring) per academic year. Are you able to meet this requirement?
2. A requirement for this position is the ability and willingness to work a minimum of 2 shifts per week totaling 6+ hours. Are you able to meet this requirement?
3. A minimum qualification for this position requires you to be a student at the University of Idaho (7+ credits for the semester you wish to begin and throughout employment). Are you able to meet this requirement?
4. Employees are required to abide by the University of Idaho Student Code Of Conduct? Are you able and willing to comply with this requirement?
5. Applicants must be at least 18 years old. Are you at least 18 years of age?
6. A minimum qualification for this position is the physical ability to bend, stoop, lift and/or otherwise move items weighing up to 50 pounds and stand for several hours at a time. Are you able to meet this qualification with or without an accommodation?
7. A requirement for this position is the physical ability to move around and within equipment and facilities including squatting, kneeling and climbing on stools and ladders with or without accommodation. Are you able to meet this requirement?
8. A preferred qualification for this position is being certified through the American Heart Association in Adult & Child First Aid, CPR & AED. Do you meet this qualification?
9. Do you have experience with sales and cash handling?
10. What prompted your decision to apply for the Facility Attendant position?
11. Please describe in detail your experience working in a team environment.
12. Please describe in detail what dependability/reliability mean to you and include once example of your personal experience being a dependable/reliable employee.
13. Please describe in detail what good customer service is and include an example of you providing good customer service.
14. Please provide an example of a time you enforced a policy and the outcomes.
15. Please describe why you would be a good fit for the Facility Attendant position.

**PLEASE PROVIDE A RESUME AND ANSWERS TO THE QUESTIONS ABOVE WITH THIS APPLICATION
Submission of both are REQUIRED in order to be considered for employment**