



## Mid-South Ice House Ice Arena and Skating Center is now hiring for the following positions—

### **Assistant Manager Job Description:**

Full time position:

Responsible for the daily activities at Mid-South Ice House, including but not limited to: opening/closing of building, preparing ice surface, facility clean up, programs/on ice supervision, money and registration collection, customer service, inventory control, ordering supplies and supervising part time staff.

*Reports to: General Manager*

*Supervises: Part time/full time hourly staff*

### **Duties and Responsibilities:**

Facility supervision and safety

Facility opening/closing security

Greeting patrons, answering phones

Crowd control during on ice activities and large events

Registration and money collecting for programming, public skate, and other events

Locker room assignment, cleaning and supervision

Concessions inventory, ordering & stocking

Resurface ice and ice maintenance

Ordering rink supplies

Interviewing and hiring part time staff

Delegate tasks to staff; provide training to staff and discipline staff as necessary

Enforce rules

Knowledge of all programming

First Aid for on and off ice injuries

Must be able to lift min. 50 lbs

Must be able to work with machinery and large equipment

**Apply in person or email resume and application to: [manager@midsouthicehouse.com](mailto:manager@midsouthicehouse.com)**

## **Supervisor Job Description:**

Part Time position:

Responsible for the daily activities at Mid-South Ice House, including but not limited to: opening/closing of building, preparing ice surface, facility clean up, programs/on ice supervision, money and registration collection, customer service, and supervising part time staff.

*Reports to: General Manager*

*Supervises: Part time/full time hourly staff*

### **Duties and Responsibilities:**

Facility supervision and safety

Facility opening/closing security

Greeting patrons, answering phones

Crowd control during on ice activities and large events

Registration and money collecting for programming, public skate, and other events

Locker room assignment, cleaning and supervision

Resurface ice and assist with ice maintenance

Delegate tasks to staff; provide training to staff and discipline staff as necessary

Enforce rules

Knowledge of all programming

First Aid for on and off ice injuries

Must be able to lift min. 50 lbs.

Must be able to work with machinery and large equipment

**Apply in person or email application to: [manager@midsouthicehouse.com](mailto:manager@midsouthicehouse.com)**

[Click Here for Application Form Link](#)