

# Concessions Stand Manager

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**Job Summary:** Under the supervision of the Huntsville High Basketball Booster Club Board, the Concessions Stand Manager is responsible for overall operations of all the home games of Huntsville High Basketball and Huntsville Times Classic Tournament concession stand which include planning, organizing, staffing, and maintaining food and beverage services in a manner that meets operational and budget goals. This position primarily works in accordance with scheduled Huntsville High basketball activities.

**Examples of Duties:**

- Supervise opening and closing of concessions area.
- Maintain an accurate count of opening/closing monies and sales transactions.
- Oversee cleanliness and sanitation of concessions area.
- Prep food in accordance with Health Department regulations.
- Sell concession items including soft drinks and food items. Keep a record of inventory and food waste.
- Provide customer service in a fast, friendly, and professional manner.
- Uses knowledge, critical thinking skills, judgment, and problem solving abilities to handle any unusual incidents or situations which may arise.
- Clean and restock work area before closing. Maintain proper inventory levels of all foods.
- Help remove trash from concession stand.
- Observes and reports unsafe conditions and/or issue to the Huntsville High Basketball Booster Club Board.
- Other related duties as assigned by the Huntsville High Basketball Booster Club Board.