

DOWNTOWN SACRAMENTO ICE RINK EMPLOYMENT APPLICATION

Description: Under the supervision of the Manager or Assistant Manager, the positions below are responsible for assisting in the completion of daily tasks designed to ensure and maintain a safe and welcoming environment at the Downtown Sacramento Ice Rink.

- Seasonal full—time and part-time positions are available
- **Downtown Sacramento Ice Rink is open from November 9, 2022 through January 16, 2023**
 - All Ice Rink staff must be available for mandatory orientation on November 1 and 8
 - Ice Rink set-up occurs from October 10 through November 8, 2022
 - Ice Rink tear-down occurs from January 17 through 31, 2023
- **Applicants must be available to work a minimum of 18.0 hours a week including weekends and holidays**

Required Qualifications

- Must be available for on call shifts
- Must be 18 years of age or older
- Active team player who works exceptionally well with others
- Maintain a professional and positive attitude
- Must be able to be on feet for majority of shift
- Must be able to lift up to 40 lbs. and work in inclement weather

Desired Qualifications

- Customer service and first aid experience is a plus
- Bilingual

Please submit completed application to: events@downtownsac.org

No phone calls please. Downtown Partnership staff will contact applicants via email.

Downtown Sacramento Ice Rink Available Positions

All employees will be cross-trained

Set-Up // Full-time and Part-time: October 10 through November 8 from 6 am – 11 pm

Assist in the construction of the Downtown Sacramento Ice Rink. Duties include building the ice rink, unloading boxes of supplies (including skates), and organization. **Check here if you are available for set-up.**

Skate Guard // Full-time and Part-time: November 8 through January 16 from 8 am – 10 pm

Customer service representative that provides constant surveillance of the ice rink patrons and ice conditions during open hours. Repair/patch unsafe ice conditions and/or cone off area when necessary. Monitor rink to ensure all visitors stay safe and follow rink rules. Help with rental skates and assist with opening and closing the rink. In addition, perform custodial duties as needed. Experience skating preferred as you will be on the ice.

Cashier // Full-time and Part-time: November 8 through January 16 from 8 am – 10 pm

Provide attentive, courteous, and excellent customer service to our guests. Responsible for accurately receiving money in the form of cash or credit card. Hand out wristbands and complete daily inventory logs. Monitor rink to ensure all visitors stay safe and follow rink rules. Help with rental skates, returns, and assist with opening and closing the rink. In addition, perform custodial duties as needed.

Operations // Full-time and Part-time: November 8 through January 16 from 8 am – 10 pm

Assist in managing onsite equipment, including but not limited to the Zamboni, chiller/system management, skate sharpener, and general facility, and ensuring the ice conditions are suitable for skating. Repair/patch unsafe ice conditions and/or cone off area when necessary. Monitor rink to ensure all visitors stay safe and follow rink rules. Help with rental skates and returns and assist with opening and closing the rink. In addition, perform custodial duties as needed. Must be available for set-up in October.

EMPLOYEE APPLICATION

Downtown Sacramento Ice Rink

An Equal Opportunity Employer

APPLICANT INFORMATION			
First Name	Last Name	Middle Initial	
Mailing Address	City	State	Zip
Cell Phone	Email Address		
Are you a U.S. citizen?	Yes	No	
If hired, do you have reliable means of transportation?	Yes	No	
How did you hear about this position?			
Why are you applying to work for the Downtown Sacramento Ice Rink?			
Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodations?	Yes	No	
If no, describe the functions that cannot be performed:			
<p>Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. Hire may be subject to passing a medical examination, and to skill and agility tests.</p>			

EDUCATION		
High School:	City:	Did you graduate?
		Yes No
College:	City:	Degree:
Certifications:		

AVAILABILITY

How many hours are you looking to work?		18-27 hours	27 – 36 hours	36+ hours				
When are you available to work?	From To	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

REFERENCES

Name:	Occupation:	Relationship:	Phone Number:

EMPLOYMENT HISTORY

Name of employer		Job Title	
Address	City	State	Zip
Name of Supervisor	Title	Phone Number	
Date of Employment:	From	To	
Reason for Leaving			
Name of employer		Job Title	
Address	City	State	Zip
Name of Supervisor	Title	Phone Number	
Date of Employment:	From	To	
Reason for Leaving			

Please read carefully, initial each paragraph and sign below:

	I hereby certify that I have not willingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection or immediate discharge if I am employed, regardless of time elapsed before discovery.
	I hereby authorize Downtown Partnership to thoroughly investigate my references, work record, education, and other matters related to my sustainability for employment unless otherwise specified. I further authorize the listed references to disclose any and all letters, reports, and other information related to my work records without giving me prior notice. In addition, I hereby release the Company, my former employers, and all other persons, corporations, partnerships, and associations from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure.
	I understand that nothing contained in this application or conveyed during any interview which may or may not be granted or during my employment, is intended to create an employment contract between me and the Company. In addition, I understand and agree that if I am employed, my employment is for definite or determinable period and may be terminated at any time without prior notice at the option of either myself or the Company, and that no promises or represent actions contrary to the foregoing are binding on the Company unless made in writing and signed by me and the Company's designated representative.
	I am physically able to remain on my feet for an entire shift and lift up to forty (40) pounds.
	I have no known injuries or disabilities that may prohibit me from executing my job responsibilities or in doing so, cause further damage or injury to myself.
	In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and able to complete the required employment eligibility verification document form upon hire.

Applicant Name: _____

Applicant Signature: _____ **Date:** _____