



### **Assistant Concessions Manager**

**Cape Cod Melody Tent is seeking a seasonal Assistant Concessions Manager**

**Must be available June – Labor Day 2019; day and evening shifts available.**

To qualify for this position, you must be willing to commit to working the whole summer season including weekend and evening shifts. Working under the direction of CCMT Concessions Manager, Assistant Concessions Manager will oversee all day-of-show concessions staff and responsibilities, including inventory management, sales and financial reconciliations, and customer service; leading by example.

- Friendly and energetic leader, with the ability to stay calm and provide clear direction and leadership during busy times.
- Good verbal communication skills as well as aptitude.
- Strong work ethic, with a can-do attitude; desire to work as part of a team; flexible and capable of multi-tasking under pressure.
- Capable of standing, walking, twisting, bending and climbing stairs on a frequent basis; able to lift 50 lbs.
- Reliable transportation to and from work
- Regular access and the ability to send/receive email text messages.

### **Required Skills and Qualifications:**

- Concessions experience and 2 years management experience preferred
- TIPS Certification required
- Provide professional and courteous service working with staff and customers
- Provide guidance and assistance in high pressure situations
- Responsible for accurately completing daily show concessions reports and all sales reconciliations
- Communicate and coordinate effectively with management and peers
- Dependable and able to maintain composure with the public and coworkers at all times

*Cape Cod Melody Tent, located in Hyannis, MA, is a 2300 seat all-ages, seasonal, tented outdoor theater. We have been presenting national touring live music, children's theater, and comedy performances continuously for over 63 years.*

*Apply online at <http://www.melodytent.org/contact/employment-opportunities/>*