



Frontline Attendant (part-time seasonal)

Under the direction of the Guest Services Manager, the frontline attendant provides every guest with Extraordinary service, which includes taking admission, upgrading to memberships, assisting with sales in the Trading Company gift shop, answering questions, and guiding them to various exhibits or keeper chats to create a positive and engaging zoo experience.

Responsibilities Include:

- operating the cash register and remaining accountable for all transactions
- cleaning the merchandise locations
- stocking and pricing merchandise
- setting up displays
- taking physical inventories
- assisting guests with purchases
- inform guests about zoo events, zoo happenings and have great communication skills
- sell zoo memberships and other zoo promotions
- assist at the carousel
- other duties as they arise

Qualifications:

- High school graduate and a minimum of two years retail experience preferred.
- Ability to work week days and weekends. Some holidays and evenings are required.
- Excellent customer service skills; mature, friendly and professional manner, ability to communicate with all levels of staff, clients and guests with poise and tact
- Ability to establish priorities and manage multiple priorities within an establish timeframe.
- Demonstrates flexibility with assignments, work schedule and ability to work proactively. Ability to operate in an atmosphere of frequent interruptions.
- Ability to stoop, bend and lift up to 50 pounds
- Must be able to remain on feet for period of time.
- Must present a well groomed appearance
- Ability to work independently, and in a team-oriented environment.

All Jackson Zoo employees are required to pass pre-employment background checks including a drug test.

Interested applicants should send a resume with references, and cover letter to: Sheba Moses

Email: smoses@jacksonzoo.org Guest Services as the subject line

Fax: (601) 352-2594

Mail: The Jackson Zoo

Attention: Sheba Moses

2918 West Capitol St

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