



CLASS SPECIFICATION

Class Title: WSP Lead Food Services Worker
Department: Western Sports Park
FLSA: Non-exempt

Class Code: 1086
Grade: 9
Eff. Date: 03/03/2026

GENERAL PURPOSE

Under the guidance and supervision of the Western Sports Park (WSP) Food Services Manager, this position performs supervisory and a variety of skilled work in managing food services at the WSP, including a convenience store, vending machines, and concessions stands, catering and contracting with outside vendors.

EXAMPLE OF DUTIES

Assists with supervising and training staff; in hiring and training new employees in food preparation, cleaning, and effective cash control procedures. Gives input on employee performance; addresses, documents and corrects performance problems in a timely manner.

Participates in preparation and serving of food items including cooking, storing, wrapping, or packing types of food served or prepared for customers, parties, and scheduled events.

Monitors food temperature to ensure hot foods are maintained at required temperature levels. Complies with food health and safety codes, rules, and regulations.

Receives payment for all items and completes purchase transactions via Point-of-sale system. Helps to train other employees on the use of the point of sales equipment.

Cleans and maintains the convenience store and other concessions stands, equipment, and the nearby dining areas.

Keeps refrigerators and displays filled and stocked and products rotated using the first in, first out rule. Restocks during events to assure items are present for sale.

Serves customers in a friendly, professional, quick, and efficient manner by having a thorough knowledge of the concession equipment and products sold. Helps train other employees on customer service skills.

May be assigned to work in and supervise various areas such as the convenience store, satellite locations, arenas, and outside fields.

Assists in making work schedules. Helps train staff in preparation and serving of food items including cooking, storing, wrapping, or packing types of food served or prepared for customers, parties, and scheduled events.

Keeps track of inventory and prepares food orders for submission. Ensures all food service areas are sufficiently stocked.

Perform related duties as assigned.

MINIMUM QUALIFICATIONS

1. Education and Experience:

High school graduation or equivalent, plus one (1) year of experience in customer service and six (6) months practical experience with cash register and food handling procedures. Related education may be substituted for experience.

2. Special Qualifications:

Must be at least eighteen (18) years old.

Must possess a current food handler's permit or be able to obtain before employment begins.

Must have some flexibility in schedule for various shifts as we operate according to events booked.

Employees driving a personal or a county vehicle for job related travel must possess a valid driver license, maintain the minimum vehicle liability insurance as specified in the Utah Code, and must operate a motor vehicle in a safe manner; new employees with an out-of-state license must obtain a valid Utah Driver License within sixty (60) days of hire date (exceptions for military personnel and their dependents).

3. Necessary Knowledge, Skills and Abilities:

Knowledge of: food safety, customer service; use of Point-of sale system and various concession equipment.

Skill in: Operating food preparation equipment; using all applicable computer hardware and software.

This position may require the driving of a motor vehicle; skill in operating a motor vehicle in a safe manner; ability to ensure a motor vehicle is operating in a safe manner; knowledge of Utah motor vehicle rules and regulations.

Ability to: maintain a sanitary and efficient food preparation/service area according to all County health regulations; work with customers face-to-face, furnish and obtain information; use tact, judgment, and common sense in variable situations; work under pressure and remain calm and focused; organize and prioritize multiple tasks; add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals; work mornings, evenings, night shifts, split shifts, weekends, and some holidays; operate point-of-sale systems, food preparation equipment; communicate effectively (orally and in writing); follow written and oral instructions; read and interpret documents such as safety rules, operating and maintenance instructions and procedure manuals; establish and maintain effective working relationships with supervisors, other employees, clients, other agencies, and the public.

WORKING CONDITIONS

Lift, carry and otherwise move objects weighing up to 15-30 lbs. Work in indoor and outdoor locations. Regularly required to use hands to finger, handle, or feel, reach with hands and arms; talk or hear; taste



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or smell. Frequently required to stand, walk, stoop, kneel, crouch or crawl. Occasionally required to sit and climb or balance or be exposed to wet and/or humid conditions, moving mechanical parts, fumes or airborne particles, risk of electrical shock and vibration. The noise level in the environment is usually moderate.

Work mornings, evenings, night shifts, split shifts, weekends, and some holidays; indoor and outdoor locations; fill in all functions as needed when shifts are not covered or when the operational need requires a supervisor to be present.

The above statements are intended to describe the general nature and level of work being performed by persons assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities and skills required of personnel so classified. ***All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.***