

THE CITY OF SALISBURY
HUMAN RESOURCES DEPARTMENT
City Office Building
132 North Main Street, 2nd Floor
P. O. Box 479
Salisbury, NC 28144



EMPLOYMENT OPPORTUNITIES

Part-time Recreation Aide

Your Career, Your Community

As a Part Time Recreation Aide in the City of Salisbury, you can make a difference! The Parks & Recreation Department is seeking motivated candidates who will oversee activities and programs, assist with various youth and adult recreation programs, ensure the safety of program participants and maintain records and prepare reports. Other responsibilities for this position include but are not limited to answering telephone calls; greeting visitors; conducting inventory of equipment, supplies and games; registering customers for programs; collecting money for registration, classes and programs; and providing transportation by city vehicle for recreational programs. Join our team for a rewarding career!

Minimum Requirements:

- High School diploma or GED and minimal experience in recreation program planning, or equivalent combination of education and experience
- Must have a valid NC Driver's License
- Excellent customer service skills required
- Experience handling cash transactions

Closing Date: October 11, 2016

Pay range: \$10.10 - \$13.13

Please apply online at www.salisburync.gov/hr

For questions please call/visit:

City of Salisbury Human Resources Department, City Office Building, 132 North Main Street, 2nd Floor. Phone: (704)638-5217.

The City of Salisbury prohibits discrimination on the basis of race, color, national origin, sex, veteran status, sexual orientation, religion, age or disability in employment or the provision of services.

**The City of Salisbury is a Drug Free Workplace
Job Opportunities Hotline: (704) 638-5355**