

City of Hartsville  
**Parks & Leisure Services**

**Activity Supervisor**

**\$7.75 per hr**

Responsible for total operation, safety, and security of the facilities during active times. Req: Be familiar with all working aspects of the facilities; be the direct contact for all teams leaders, along with tournament and league directors; ensure all areas are covered by a scheduled employee; properly checking in or out gate or concession employees; perform other tasks assigned. Be able to maintain a flexible schedule.

**Concession Attendant Team Leader**

**\$7.25 per hr**

Responsible for scheduling and direct supervision of concession attendants, maintaining proper DHEC regulations and over all cleanliness and appearance of concession area, providing accurate reports in conjunction with concession attendants, weekly inventory, daily sales and weekly purchases, ensure time sheet accuracy of concession attendants, have a flexible schedule and may be trained in different areas to fill other positions as needed.

**Concession Attendant**

**\$7.25 per hr**

Responsible for preparing and serving of concession products, maintaining proper DHEC regulations, over all cleanliness and appearance of concession area, providing accurate register reports in conjunction with concession team leaders. Concession attendants must be able to work split shift, be self-motivated, have a flexible schedule and may be trained in different areas to fill other positions as needed.

**Gate Attendant**

**\$7.25 per hr**

Responsible for direct sales and supervision of gate admission; accurate reports of admissions sales, accurate report of admission sales, accurate ticket count and administer all park rules before patron entry. Must be a self-starter, have a flexible schedule and may be trained in different areas to fill other positions as needed.

**Scorekeeper Team Leader**

**\$7.25 per hr**

Responsible for the scheduling and direct supervision of scorekeepers in all sports, area clean up, accurate tournament bracket maintenance, scorekeeper time sheet accuracy and filing tournament reports. Must have a flexible schedule and may be trained in different areas to fill other positions as needed.

**Scorekeeper**

**\$7.25 per hr**

Responsible for the accurate keeping of scorebooks and scoreboards for all sports, for area clean up and accurate reporting of scores to team leader. Must have a flexible schedule and may be trained in different areas to fill other positions as needed.

**Grounds Maintenance**

**\$7.25 per hr**

Responsible for maintenance of playing fields and the general upkeep of the park area. Must have a flexible schedule and may be trained in different areas to fill other positions as needed.