



INDIANA STATE
FAIRGROUNDS
& EVENT CENTER

Job Posting

Title: Gate Cashier (part-time)

*For more information on this part-time position, please contact Human Resources at (317) 927-7508 or email employment@indianastatefair.com. To apply for this position, please visit <http://www.indianastatefair.com/employment> and send the posted application and your resume to the email address above. Pay for these positions is \$11.00 per hour. Thank you for your interest.

Position Summary

The purpose of this position is to sell tickets at the Indiana State Fairgrounds & Event Center's gates both year-round and during the annual Indiana State Fair. Gates Cashiers predominantly work outdoors throughout the year.

Essential Functions and Responsibilities

1. Sell tickets at the gates. This includes selling facility charge tickets for automobiles that enter the Fairgrounds and selling admission tickets and collecting parking fees during the annual Indiana State Fair.
2. Provide excellent customer service and display a welcoming and helpful attitude to all Fairgrounds guests.

Skill Requirements

1. **Highly customer focused:** Able to develop and leverage relationships with existing partners and customers; able to identify potential cross-promotional partners and strategic opportunities.
2. **Accuracy:** Able to perform work and job functions with precision and accuracy; realizes errors can have a significant impact on desired results and is able to avoid errors in almost all circumstances.
3. **High energy level:** Responds well to demands on time and generally works at a brisk pace; is a self starter, multi-tasker and is self-motivated; good time utilization and a capacity for a fast-paced environment.
4. **Attention to detail:** Able to follow detailed procedures and ensures accuracy in documentation and data.

Educational/Experience Requirements

- Cashier and customer contact experience preferred.

Job Complexity

Work requires performance of a variety of operations of a recurring nature.

Supervisory Responsibilities

None

Supervision Received

This position receives routine supervision. Work is performed under general guidelines, procedures and rules. Supervisors review work to ensure completion and accuracy.

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