



Guest Services Representative

Park District of Oak Park

Contact Name: Desiree Hines

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Contact Phone: 7087252161

Closing Date:

Salary: \$15.00 Hourly

Description:

To view full job description and apply online today click here:

<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=138988&clientkey=41D8300184906117978771C10E755DC6>

Job Purpose:

The Part-Time Guest Services Representative is responsible for providing reception and registration services to patrons of the Park District of Oak Park.

This position is an integral component to the Park District of Oak Park. The Guest Services Representative will work at various locations depending on season and scheduling needs including Ridgeland Common Recreation Complex, the Gymnastics Recreation Center, the Community Recreation Center, and Rehm Pool.

Essential Functions:

Handles guest point of contact duties including guest services, registration and membership processing, public relations, and facility guidance.

The Park District is an Equal Opportunity Employer!