



City of Mishawaka
100 Lincolnway West
Mishawaka, IN
46544

Job Posting

POSITION: Pro Shop Cashier
DEPARTMENT: Parks and Recreation
SALARY: \$10.00 - \$15.00 per hour
HOURS: Various

DATE POSTED: 02/16/2023
DATE CLOSED: 03/30/2023

DEFINITION: Perform daily cashier duties in the golf shop at the clubhouse of Eberhart-Petro Municipal Golf Course

ESSENTIAL FUNCTIONS: Must be able to provide outstanding customer service while being able to multi-task. Also includes taking tee time reservations over the phone and on the computer as well as checking in golfers via the computer software program. Also, be able to use a cash register and calculator.

QUALIFICATIONS:

1. Golf knowledge preferred but not a requirement
2. Outstanding customer service.
3. Valid driver's license.

PHYSICAL REQUIREMENTS:

Employee must be able to stand, sit, lift, type, and talk

APPLICATION:

Resumes/applications may be submitted via email, fax, regular mail, or in person to:

Mail: Human Resources
City of Mishawaka
100 Lincolnway West
Mishawaka, Indiana 46544

Fax: (574) 254-0197

Email: humanresources@mishawaka.in.gov

Please be sure to indicate the position you are applying for in your cover letter and resume.