



Customer Service Team Member

Frankston & District Basketball Association - Seaford VIC

Frankston Basketball Association (FDBA) is non for profit association located in Seaford with 5 satellite venues, operating 7 days a week.

FDBA office operates normal business hours plus competitions/programs running all day Saturday, afternoon/evenings weekdays and Sunday. The office is supported by a team of casual employees delivering the day-to-day operations. The FDBA offers customer service through team sheet payments, merchandise sales and counter canteen service.

Given the current demand, **FDBA** is seeking suitable **Customer Service Team Members**. These are casual roles and the preferred candidates will be a passionate about meeting people face to face in a sporting environment.

Hours of work would range each day, with a total of 4-8 hours per week, with progression opportunities. These hours may increase due to programs, and flexible approach to short notice shifts when fellow team member unable to work.

Opportunities Available:

- Merchandise Shop Staff
- Canteen Staff
- Competitions Satellite Venue Staff

In all of the above positions you will be required to interact with the public, operate POS system, handle money/EFT machine, assist in operations of the game schedules and end of day reconciliations.

To be successful in this role you will need the following qualifications/experience:

- Great customer service and communication skills with the ability to interact with a diverse range of people
- Victorian Driver's License
- Current Working with Children Check
- Ability to work independently and as a member of a team
- Computer literacy
- Cash Handling experience
- Well-developed written and spoken English.
- Basic mathematics
- Willingness to learn
- Victorian Food Handlers Certificate (or willing to gain)

To apply for this position, please forward a Cover Letter outlining your skills and interest in relation to the desired qualifications and experience.

**Applications should be addressed to Jennifer Flannery
Email: accounts@frankstonbasketball.asn.au**

Applications close at 5pm on Wednesday 5th June 2019.