



**75th Force Support Squadron
Hill AFB, Utah**

NAF Open-Continuous Listing

POSITION:

Position / Grade: Cashier-Checker / NF-2091-01

Location: Bowling Center

Category: Flexible

DUTIES AND RESPONSIBILITIES:

Sells a variety of merchandise items such as prepackaged snacks, tobacco products, candy. Operates cash register, rings up the sale, receives money and makes change, processes credit card sale, or charges to member's account. At the end of each tour of duty clears the cash register, and turns over cash and supporting documents as instructed. Conducts daily inventories. Maintains area in clean and orderly condition. In a Food Activity: Performs check-out duties such as ringing up food, beverages and merchandise by individual item; totaling sales; processing credit card sales; receiving money; and making change. May perform related food service duties such as assisting in setting up the serving line, replenishing beverage dispensers, ensuring kitchen staff is advised when buffet line needs replenishment. In a Restaurant: Receives patron's meal checks, rings up sales on cash register, receives money, and makes change. Performs other related duties as assigned.

QUALIFICATIONS:

Must have experience in responsible clerical or office work which includes demonstrated ability to perform common arithmetic problems, and making change when receiving payments from customers. Must also have experience in the receipt, disbursement, examination, deposit or other processing of cash items when this includes (1) direct handling of cash items, and (2) use of cash accountability control methods. Must have the ability to communicate both orally and in writing. Must possess skill in dealing with the public. Must be 21 years old. Successful completion of a security background check is required.