



Ice Palace Hawaii

4510 Salt Lake Boulevard
Honolulu, Hawaii 96818
808-487-9921

We are looking for part-time Front Office cashiers. FRONT OFFICE cashiers are the first contact to our customers, so we would like you to greet them with a pleasant smile along with a friendly and positive attitude.

Duties

1. Operate register (ringing up sales-Admission, Merchandise, & Activities)
2. Answering phones, directing calls to the appropriate person(s) and taking detailed messages
3. Provide accurate information
4. Taking Group and Party reservations
5. Maintaining a clean and organized work area
6. Assist in other departments when needed

Front Office Qualifications

1. Strong customer service skills
2. Communicate and work well with others
3. Must be able to multi-task and take initiative
4. Prompt and dependable

Minimum Requirements

1. Must be at least 18 years old
2. Friendly, positive, balanced personality
3. Work in a fast paced environment
4. Enjoy working with people and children
5. Must be able to work days, evenings, weekends and holidays to meet business needs
6. Must have reliable transportation

DOWNLOAD AN APPLICATION AT OUR WEBSITE: www.icepalacehawaii.com/employment

