

RecSports Department

Student Aquatics Front Desk Receptionist

RecSports strives to engage and develop all Vols for a better future by delivering recreational experiences that enhance the growth and wellbeing of our students and community. Student employment is the foundation of this mission which is why RecSports is the second largest on-campus employer. We're looking for students who want to maximize their professional experience while serving the University of Tennessee campus community.

RecSports Departmental Responsibilities:

- Uphold and exceed the expectations of the RecSports mission and vision.
- Provide exceptional service to participants and guests.
- Enforce RecSports policies and procedures to promote a safe and inclusive environment.
- Communicate professionally with participants, coworkers, and supervisors.
- Demonstrate a desire to be a productive and contributing team member to your program and department.

Job Responsibilities include, but not limited to:

- Actively greet 100+ unique patrons upon facility entry daily
- Ensure all patrons present a valid VolCard or RecSports Membership upon entry to the facility
- Field patron questions by answering the phone and providing in person customer service at the front desk
- Operate the Point of sale system in order to checkout towels and sell guest services to eligible participants
- Be familiar with RecSports policies and relay those policies to patrons and their guests
- Assist in responding to incidents and injuries that may occur while on shift

Job Location:

- Student Aquatics Center

Qualifications:

- Must obtain or have a current American Red Cross Adult and Pediatric First Aid/CPR/AED or higher certification within 90 days of employment
- Must be 18 years of age at time of hire to be eligible to work
- Must be willing to work mornings, midday, evenings, and every other weekend
- Willing to work a minimum of 10 hrs/ week; additional hours may be required week to week

Pay Rate: Starting rate of \$9.50/hour

Interested applicants should complete the [RecSports Student Employment Interest Form](#). Please be prepared to upload a current class schedule and an optional resume.

For more information, please contact Hannah Stewart at hstewa16@utk.edu

