



Sherwood Ice Arena is looking for new team members!

We are currently looking to fill multiple full time and part time positions, please read on to learn more about the positions we are looking to fill. If you are interested in joining a fun and friendly team of staff, apply today!

Questions?

Call 503-625-5757 or send us an email at info@sherwoodicearena.com

Please continue scrolling to see job descriptions.



Guest Services (Full-time) \$15 - \$16/hr

- Must be available Monday-Friday (9:00 AM -5:30 PM)
- Minimum 35 hours/week

Responsibilities

Guest services personnel will;

- Greet guests as they enter the facility
- Answer phones
- Respond to emails
- Inform guests about various programs and pricing
- Operate POS and online registration system
- Cash handling
- Use Excel, Word, PowerPoint

This position requires someone who has great attention to detail, outgoing and friendly, dedicated and passionate about customer service. Guest services staff play a critical role in creating a fun and enjoyable customer experience.

Requirements

Applicants are expected to be;

- Punctual
- Customer friendly
- Energetic
- Able to work without direct supervision
- Good time management skills
- Able to problem solve and trouble shoot issues
- Experience with computers and Microsoft office products (Word, Excel).

Interested applicants can find an application via our website, [here](#)
Drop off in person or email to info@sherwoodicearena.com



Currently hiring 2 full time supervisors

Shift Supervisor/Zamboni Driver (Full-time) \$17.00-\$19.00/hr

- Must be available Monday-Friday mornings/afternoons (Weekend flexibility a plus)
- Minimum 35 hours/week.
- Shift times can vary, starting as early as 5:30am and ending as late as 7pm.

Responsibilities

Applicants will be trained to do;

- Ice resurfacing (Zamboni) between events/games
- Oversee other staff on duty as necessary
- Sanitize/clean facility
- Ensure safety of patrons and other employees
- Operating POS/ computer registration system
- Cash handling
- Answering phones, providing general info about programs/pricing
- Customer service
- Building maintenance

This position requires applicants to be flexible and able to multi-task well, while performing a range of different task and responsibilities. This position reports directly to the Operations manager.

Requirements

Applicants are expected to be;

- Punctual
- Customer friendly
- Able to work without direct supervision
- Good time management skills
- Able to problem solve and trouble shoot issues
- Able to lift up to 50 pounds

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PART-TIME

Hiring multiple candidates

Arena Attendant (Part-time) \$14.00/hr

This position is ideal for college or high school students as shifts are primarily on the weekends only. Some weekday shifts may be available for those interested.

- Must be available Saturday and Sunday (Between 8:30 AM-5:30 PM)
- Shifts are between 5-6 hours long
- Minimum 10-12 hours a week guaranteed

Responsibilities

Arena Attendants will;

- Greet guests as they enter the facility
- Provide excellent customer service
- Operate cash register and process transactions
- Clean and sanitize facility

This position requires someone who has great attention to detail, outgoing and friendly, dedicated and passionate about customer service. Arena attendants perform a range of tasks to meet guests' needs from operating cash register, handing out and putting away ice skates, cleaning and sanitizing facility during and after events.

Requirements

Applicants are expected to be;

- Punctual
- Customer friendly
- Energetic and outgoing
- Must be 16 years of age or older

Interested applicants can find an application via our website, [here](#)

Drop off in person or email to info@sherwoodicearena.com



FULL-TIME

Arena Attendant (Full-Time) \$14.00/hr

This position is ideal for college or high school students as shifts are primarily on the weekends only. Some weekday shifts may be available for those interested.

- Must be available Monday-Friday (12:30-7:30PM)
- Shifts are between 6-7 hours long
- Minimum 35 hours a week guaranteed

Responsibilities

Arena Attendants will;

- Greet guests as they enter the facility
- Provide excellent customer service
- Operate cash register and process transactions
- Clean and sanitize facility

This position requires someone who has great attention to detail, outgoing and friendly, dedicated and passionate about customer service. Arena attendants perform a range of tasks to meet guests' needs from operating cash register, handing out and putting away ice skates, cleaning and sanitizing facility during and after events.

Requirements

Applicants are expected to be;

- Punctual
- Customer friendly
- Energetic and outgoing
- Must be 16 years of age or older

Interested applicants can find an application via our website, [here](#)
Drop off in person or email to info@sherwoodicearena.com