

University Recreation and Sport Facilities

Bowling and Billiards Center Representative

Position Title:

Student Customer Service Representative

Position Description:

Bowling and Billiards Center (BBC) Customer Service Representative exist to provide the students, faculty, and staff of the University of Wisconsin Eau Claire with a setting where they may participate in a variety of recreational activities in an unstructured and relaxed environment.

Primary Responsibilities:

1. Cash register transactions.
2. Assigning of bowling lanes and billiard tables.
3. Assist with the computerized bowling scoring system.
4. Assist with bowling and billiard league signups.
5. Assist with the running of the leagues.
6. Minor bowling maintenance.
7. Work with special events and special groups.
8. Check out outdoor equipment.
9. Enforce the rules of the BBC.
10. Miscellaneous duties as assigned.

Qualifications:

1. Must be willing to work some nights (until 12:45am).
2. Must be willing to work some weekends.
3. Must be willing to be certified in CPR/AED.

4. A background in customer service and cash handling a benefit.
5. Work study preferred but not required.
6. Criminal background check will be required.

Additional Information and Form Submission:

Charles Pederson, Bowling and Billiards Center
206 Hilltop Recreation Center
836-3950 or pederscc@uwec.edu

