Celebration Associate Seasonal (Garden - 2016)
Position Title: Seasonal Worker
Department: CBG Visitor Services – Glow (608230)

Dates of Position
- Seasonal November 14 – January 06 (some flexibility on start & end dates)
- Full and Part (10-25 hours per week) time position(s) available
- Flexible schedule- must be able to work evenings, weekends and holidays

Supervisor: Director of Guest Services & Special Exhibits

Work Location
- Cleveland Botanical Garden – Cleveland, Cuyahoga, Ohio, USA
- Located in the heart of Cleveland’s cultural, health, and education district, 10 minutes east of downtown Cleveland.
- The Holden Arboretum / Cleveland Botanical Garden recently integrated, making the organization the 13th largest public garden in the U.S.

Responsibilities
- Actively participate and engage with guests to deliver a fun and memorable experience
- Help to maintain the appearance, cleanliness, safety and quality of workspace
- Process sales transactions quickly and accurately using a computerized cash register and/or standalone credit card machine
- Sell admission tickets at the ticket sales desk using a computerized cash register
- Provide friendly and helpful customer service with good communications skills to all guests
- Assist with maintaining adequate stock levels of merchandise and supplies, and communicate guest needs and special requests so they may be fulfilled
- Contribute toward building teamwork among staff and volunteers
- Perform other duties as assigned

Qualifications:
- High school graduate preferred
- Retail and/or cash handling experience preferred
- Experience with customer service in a similar setting desired
- Must enjoy working with families and children

Requirements
- Must pass a criminal background check.

Physical Demands: Must be able to perform with or without reasonable accommodation:
- Position will work indoors
- Must be able to lift and transport up to 50 lbs
- There may be long periods of standing and walking

**Wages:** $8.50

**Apply**
Review of applications with begin immediately and continue until the position is filled.

Qualified applicants should submit a resume online:
[https://home.eease.adp.com/recruit/?id=15462701](https://home.eease.adp.com/recruit/?id=15462701)

Posting Date: October 2016
Closing Date: Until filled

This position will be employed through a staffing agency service.

The Holden Arboretum/Cleveland Botanical Garden is an Equal Opportunity Employer committed to hiring a diverse and talented workforce. We seek skilled, knowledgeable and experienced individuals to join our staff and enhance our reputation as one of the country’s foremost arboreta.