



- \_ Ability to operate phone in a clear and understandable voice
- \_ Ability to accurately count out change
- \_ Ability to operate office equipment such as computer, adding machine, copier, fax machine.
- \_ Ability to work as a member of a team
- \_ Knowledge of opening and closing procedures
- \_ Knowledge of Chelan area to inform public of history, events, activities, and services
- \_ Knowledge of park policies and rules

### **QUALIFICATIONS REQUIRED**

Valid Washington State Drivers License with driving record free from serious or frequent violations.

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The statements contained herein reflect general details, as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as needed, including work in other functional areas to cover absences or relief, to equalize peak work periods, or to otherwise balance the workload.