



## Greater Toledo Inline Hockey League

<b>Job Title:</b>	Score Keeper	<b>Job Category:</b>	Operations
<b>Location:</b>	Toledo, Ohio	<b>Travel Required:</b>	Ottawa Park Ice Rink
<b>Salary Range:</b>	\$12.00 Per Game	<b>Position Type:</b>	Contractor
<b>HR Contact:</b>	Amanda Poskonka	<b>Date posted:</b>	March 31 <sup>st</sup> , 2017
<b>Will Train Applicant(s):</b>	Yes	<b>Posting Expires:</b>	June 1 <sup>st</sup> , 2017
<b>External posting URL:</b>	www.GTIHL.com		
<b>Applications Accepted By:</b>			
<b>E-mail (Preferred):</b> <a href="mailto:Board@GTIHL.com">Board@GTIHL.com</a> <b>Subject Line:</b> Rink Manager Application <b>Attention:</b> GTIHL Board Members		<b>Mail:</b> GTIHL Board Members P.O. Box 519 Sylvania, Ohio 43560	
<b>Job Description</b>			
<p><b>Role and Responsibilities</b></p> <p>The score keeper reports to the Executive Board of the Greater Toledo Inline Hockey League. This is a paid seasonal position. The score keeper is responsible for operating the scoreboard and maintaining the proper records of scheduled hockey games and programs sponsored or coordinated by the Greater Toledo Inline Hockey League. The score keeper will also assist the rink manager as needed during downtime including preparing the rink before and after games. This contracted position is primarily an outdoor position requiring excellent customer service and organizational skills.</p> <p>The score keeper may be required to work some unusual hours, such as days, weekends, evenings and holidays. This person must have the ability to make responsible decisions in all areas.</p> <p>This position is considered contracted and is temporary due to its seasonal nature.</p> <p><b>Qualifications and Education Requirements</b></p> <ul style="list-style-type: none"> <li>• High school diploma or equivalent not required but preferred</li> <li>• Must be able to work flexible hours</li> <li>• Must be able to work weekends and holidays</li> </ul> <p><b>Preferred Skills</b></p> <ul style="list-style-type: none"> <li>• Computer Skills; Proficiency in Microsoft Office</li> <li>• Excellent written and verbal communication skills</li> </ul>			
<b>Reviewed By:</b>		<b>Date:</b>	
<b>Approved By:</b>		<b>Date:</b>	
<b>Last Updated By:</b>		<b>Date/Time:</b>	