

Job Title Concessions Auditor	
Hourly Pay Rate \$17.00	Time-base 119-day Part-time, Seasonal, Temporary
Job Overview This position audits concession sales reporting to ensure sales procedures and controls are adequate, operating properly, and in compliance with policies and regulatory standards.	
Duties and Responsibilities include, but are not limited, to the following: <ul style="list-style-type: none">)] Conducts cash register sales audits, cash register tapes audits, and field audits to review sales data and detect errors and inaccuracies.)] Audits concession sales daily POS transactions ensuring accurate record of sales, tender types, and other related activity.)] Validates daily cash deposits and monitors variances.)] Collects data to detect deficient controls, duplicate effort, fraud, or non-compliance with policies and procedures.)] Assists in problem solving, researching, investigating, and resolving discrepancies or issues.)] Prepares detailed reports of audit findings.)] Ensures policies, mechanisms, and guidelines around sales and revenue comply with industry practice and regulatory standards.)] Performs other related duties as assigned or requested when needed. 	
Qualifications <ul style="list-style-type: none">)] Excellent customer service, communication, and problem-solving skills.)] Detail-oriented and quick learner.)] Ability to work cooperatively with members and others.)] Accounting and/or auditing experience or related educational courses.)] Retail sales or food/beverage sale experience. 	
Working Conditions <ul style="list-style-type: none">)] Work environment is indoor and outdoors.)] Ability to walk/move for extended periods.)] Works a flexible schedule including night, weekends, and holidays when necessary. 	