



28 E. Main Street
West Jefferson, OH 43162

Pool Concessions/Office Personnel

The Village of West Jefferson is accepting applications/resumes for a part-time, seasonal non-exempt, Pool Concessions/Office Personnel worker. Applicants should have excellent communication skills and have the ability to handle yourself in a professional manner. The perfect applicant will be able to handle money, make change, be organized, and follow directions. The ideal candidate will have the ability to be flexible in working in the office, in concessions or other areas as assigned.

This position will report directly to the Assistant Pool Manager and the Recreation and Special Events Manager. You must be 15 years of age as of 5/24/25.

The pay range for this position is \$10.70 to \$11.95 per hour. This position is subject to working weekends and holidays.

A detailed job description may be obtained in the water department, 28 East Main Street, West Jefferson, Ohio 43162. Candidates must submit an application that may be obtained on the Village website, and email to the Human Resource Manager at, HR@WestJeffersonohio.gov no later than May 15, 2025.