



CULLMAN COUNTY COMMISSION VACANCY ANNOUNCEMENT

VACANCY	POSTING DATE	CLOSING DATE
NON-EXEMPT POSITION	1/29/2025	POSTED UNTIL POSITION IS FILLED (POSTED FOR A MINIMUM OF 7 DAYS)
JOB TITLE	PARK CSR	
DEPARTMENT	PARKS & RECREATION – SMITH LAKE PARK	
STATUS	<input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary/Seasonal (Hours vary with park activities. Occasional overtime will be required; weekends and holidays required.)	
PAY GRADE	Grade C2, Step 1 (\$12.06/hr)	
POSITION DESCRIPTION	Position will be a Park CSR working at Smith Lake Park. Will involve general administrative duties, working park events, daily maintenance of the park and other duties as assigned.	
REQUIREMENTS FOR POSITION	<ul style="list-style-type: none">• Must have the ability to establish and maintain effective working relationships with other employees and interact with the public in a pleasant and effective manner.• Must have courteous phone manners.• Must have basic computer skills and knowledge of cash register use.• Must have the ability to assist in keeping daily records of money received, making deposits, and taking inventory.• Must be able to work weekends, holidays, etc. in support of Park activities and events.	
EDUCATION	Must possess a high school diploma or equivalent. Prior experience is preferred.	
HOW TO APPLY	<p>Employment applications are available on our website at www.co.cullman.al.us , or from the Personnel Department at the County Courthouse, 500 2nd Ave SW-Room 109, Cullman, AL 35055.</p> <p>Completed employment application, with current resume (if applicable) must be returned to the Cullman County Commission Personnel Department. May be delivered in person or:</p> <p style="text-align: center;">Mailed to: 500 2nd Ave SW, Cullman, AL 35055 Emailed to: personnel@co.cullman.al.us Faxed to: (256) 775-4670 The Personnel Department may be contacted at (256) 775-4884</p>	

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