



# BUILD A CITY. BUILD A FUTURE.

## SURREY CIVIC THEATRES FRONT OF HOUSE SERVICES - CONCESSION WORKER

*As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation.*

*City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward.  
**Build a City. Build a Future at the City of Surrey***

### Scope

Surrey Civic Theatres (SCT) has a dedicated staff team that delivers a busy schedule of high-quality performing arts initiatives across its three venues: the Surrey Arts Centre Main Stage and Studio Theatre, and Centre Stage at Surrey City Hall. These initiatives include a curated mix of professional performances—such as theatre, music, dance, stand-up comedy, and shows for children and families—as well as artist talks, registered arts education programs, workshops, and community-led arts and culture events. SCT programming invites citizens to connect, engage, and be inspired through creative experiences and conversations about ideas that matter in the community.

The SCT Concession Worker position reports directly to the Front of House Coordinator. This is a front-line role focused on customer service and public safety and includes providing professional food and beverage service. Staff should be prepared to receive training and work shifts across all areas of front of house concession operations.

### Employment Status

Union - CUPE Local 402 – Auxiliary

### Responsibilities

Duties will include but not be limited to, the following:

### Concession/Bar

- PRCMS training requirements must be met before accepting shifts in bar/concession.
- Opening and closing of bar and concession.
- Cash handling including deposits and sales reports.
- Inventory control.
- Service to large numbers of patrons in short time frames.
- Implementation and adherence to Food Safety Plans.
- Adherence to Serving It Right rules for responsible alcoholic beverage service.
- Care and maintenance of concession equipment.
- Representing the Surrey Arts Centre in a professional manner as a front-line information officer.
- Promoting all activities, events and amenities offered at the Surrey Arts Centre.
- Working knowledge of Fire Safety Plan.
- Facilitate receptions per client's requirements.

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## Qualifications

- Must be 19 years of age or older
- Successful completion of Grade 10 or equivalent.
- Some experience handling cash and preparing concession items.
- An acceptable equivalent of training and experience may be considered.
- Foodsafe Level 1 or higher.
- Emergency First Aid with CPR C certificate.
- Serving It Right certification.

In addition, candidates must have:

- Strong communication and customer service skills.
- Ability to follow oral and written instructions.
- A tactful and courteous approach with the public and coworkers.
- Accurate cash handling skills.
- Knowledge of food preparation equipment, cleaning procedures, and health & safety regulations.
- Ability to stand and walk for extended periods and perform moderate lifting.
- Availability to work non-standard hours, including evenings, weekends, and variable shifts.

## Other Information

Number of Job Openings: 3

Hourly Rate: \$23.63

Applicants under consideration will be required to consent to a Police Information Check/Vulnerable Sector Check.

Successful applicants must provide proof of qualifications.

## Apply

If you are interested in this opportunity, please apply at <https://www.surrey.ca/about-surrey/jobs-careers> to Job ID 7110.

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