

# Recreation Supervisor Job Description

Our company is growing rapidly and is hiring for a recreation supervisor. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for recreation supervisor

- Develops and monitors department budgets and reviews expenditures
- Acts as liaison between Board and committees
- Confers with the General Manager concerning objectives, new or revised policies, operating and matters affecting policies, and membership
- Complete all duties to open and/or close recreation for the day
- Handle guest concerns should they arise and enter situations into the We Care
- Ensure clean-up activities around hazardous materials, including bio-hazardous materials, is handled in accordance with established policies
- Responsible for training all new spa and recreation staff, therapist and spa attendants and ensuring all job requirements and standards are met
- Effectively resolve guest complaints with professionalism and confidence and communicate with the Spa Manager regarding issues and resolutions
- Manages, motivates and organize personnel in order to improve the quality and creativity of spa & recreation services in line with brand standards and makes suggestions for improvement
- Follow all company policies and procedure

## Qualifications for recreation supervisor

- A minimum of 1 year of Supervisor experience in a fast-paced production/manufacturing environment
- Knowledge of and experience with implementing Lean Manufacturing and 5S practices
- A good mechanical aptitude, significant planning and organizational skills relating to manufacturing and demonstrated leadership
- A demonstrated ability to interact positively with co-workers and other employees
- The ability to work varying hours including some weekend shifts
- A Bachelor's degree in a field related to manufacturing

# Civil Service Recreation Leader Study Guide

**Arco Publishing Company**

## Civil Service Recreation Leader Study Guide:

**SENIOR RECREATION LEADER** National Learning Corporation,2019      **RECREATION LEADER** National Learning Corporation,2019      Social Investigator Trainee, Recreation Leader Arco Publishing Company,1962      Adult Catalog: Authors Los Angeles County Public Library,1970      *National Union Catalog* ,1981 Includes entries for maps and atlases  
**The National Union Catalogs, 1963- ,1964**      **Monthly Catalog of United States Government Publications** ,1959  
**Adult Catalog: Subjects** Los Angeles County Public Library,1970      **American Book Publishing Record** R.R. Bowker Company,1978      **Industrial Sports Journal** ,1950      **American Book Publishing Record Cumulative, 1950-1977: Non-Dewey decimal classified titles** R.R. Bowker Company. Department of Bibliography,1978      Correction Officer; a Complete Study Guide for Scoring High on the Exam David Reuben Turner,1966      **New Public Personnel Studies** ,1930      **A Syllabus for the Study of the Meaning of Play** Clarence Elmer Rainwater,1915      Reader's Guide to Periodical Literature Supplement ,1916 These vols contain the same material as the early vols of Social sciences humanities index      **The Playground** ,1929      *Readers' Guide to Periodical Literature* ,1916 Author and subject index to a selected list of periodicals not included in the Readers guide and to composite books      **Personnel Journal** ,1928      *The Journal of Health and Physical Education* ,1937      *Recreation* ,1929

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