

Job Descriptions

Please note that all job categories require that employees can both speak and understand the English language. Also, all employees are required to be team players. Speed of service and outstanding CUSTOMER SERVICE are also required of all employees. All employees will be expected to attend an alcohol awareness and food safety class before their first day of work.

Concessions Lead: Responsible for overall operation of a concession stand, including knowledge of setting up a stand, determining levels of production, cleanliness and sanitation of the concession stand, maintaining outstanding quality of customer service, following food HACCP guidelines, alcohol awareness, proper handling of cash, inventory, organization of inventory, and the knowledge to clean and close the stand at the end of the shift. Must have experience operating on a variety of kitchen equipment and cleanup. Responsible for monitoring all aspects of concession stand operation throughout the game. Food Handler Card required.

Concessions Floor Supervisor: Responsible for directing and overseeing all aspects of the operation of the concession stands and food and beverage portables, including setup and breakdown. Must ensure employees are exemplifying quality of service and customer satisfaction needs. Management experience preferred.

Warehouse Coordinator: Responsible for the operation of the warehouse. The duties include directing and overseeing the receiving and verifying of deliveries from purveyors, proper storage, care, inventory of all products, distributing products to all areas of the stadium, and setup and breakdown of all food and beverage stations. The warehouse manager will work in conjunction with the F&B Team to ensure that all deliveries are dispersed in the most efficient fashion. Must be able to lift at least 50 pounds.

Suite Attendant: Responsible for food and beverage service to the suites. This includes assuring that all pregame orders are placed in the suites properly in a timely and accurate manner. A suite attendant must be alert and attentive to the wishes of the fans in the suites and check intermittently to see if they want to order additional items and if there are other non-food and beverage issues that may need assistance. At the end of the shift, the suite attendant will be responsible for accepting payment from fans.

Concessions Attendant: Help set up the concession stand per Concession Lead's instructions while keeping the workspace cleaned and organized throughout the shift. Help within concessions to greet customers and ensures that correct order has been placed while taking payment. Ensure order freshness and quality before serving to guest. Refer all guest complaints to Concession Lead or supervisor. Help close and clean the concession stand at the end of the shift per Concession Lead instructions.

Cook: Responsible for preparing menu items per the instructions of the F&B Team. Must have some experience as a cook in a professional or industrial kitchen, and experience using a variety of kitchen equipment. Must have some knife skills and a sense of urgency in completing tasks. Must have a Food Handlers' Card or ServSafe Certificate per the Health Dept. Duties include but not limited to; preparing food items according to the Chef and Kitchen Lead's instructions, maintaining cooking temperature records, maintain a clean cooking station throughout the event, and adhering to safety and sanitation guidelines. Must be able to remain standing for the entirety of the shift.

Bartender: Responsible for taking orders from the fans using a point of sales terminal, and either dispensing or mixing a drink in addition to food sales. Required to accept payment from fan. Responsible for performing opening and closing duties. Works closely with hawkers to oversee their operations within the stadium. Makes sure all kegs are loaded and ready for game day within the stadium.

Warehouse Worker: Duties include receiving and verifying deliveries from purveyors, storing items in areas as directed by the Warehouse Manager, setting up and breaking down portables. Required to put product orders together and deliver them to different areas of the stadium.

Kitchen Utility: Works closely with kitchen staff, assisting cooks and leads in food prep, overall cleaning and sanitation of the kitchen and cleaning all dishes, small wares, and utensils as directed. Involved with delivering food to various parts of the stadium as needed. Must be able to lift at least 50 pounds and withstand freezer elements.

Party Deck Attendant: Responsible for all duties needed to service the party area. This includes the setup/breakdown of the catering area. Throughout the event, must ensure the area stays clean, food stays replenished, and maintained hot or cold. Maintain a positive attitude while greeting/speaking to members of the party throughout event and relaying any comments or concerns to supervisor throughout party.

Vending Hawker: Duties include selling food and beverage in the seating bowl and along the stadium concourse before and during the event. The hawker will be responsible for all cash transactions with fans and will reconcile the money and inventory with the vending manager at the end of the shift. Employee needs to be in good physical condition and be able to carry loads of up to 50 pounds up and down the stairs of the stadium. Hawkers are responsible for ensuring accurate inventory after each game.

Kitchen Lead: Responsible for helping the Chef supervise all aspects of food prep, production, and safety and sanitation in the catering kitchens. Must have experience in a professional or industrial kitchen. Must have a Food Handlers' Card or ServSafe Certificate per the Health Dept. Duties include but not limited to; preparing, producing, organizing, and storing menu items in accordance with catering BEOs and F&B Team's instructions.



2023 SCHEDULE



APRIL

SUN.	MON.	TUES.	WED.	THURS.	FRI.	SAT.
					March 31 @GWN	1 @GWN
2 @GWN	3	4 DUR	5 DUR	6 DUR	7 DUR	8 DUR
9 DUR	10	11 @CLT	12 @CLT	13 @CLT	14 @CLT	15 @CLT
16 @CLT	17	18 NAS	19 NAS	20 NAS	21 NAS	22 NAS
23 NAS	24	25 LHV	26 LHV	27 LHV	28 LHV	29 LHV
30 LHV						

MAY

SUN.	MON.	TUES.	WED.	THURS.	FRI.	SAT.
		2 @MEM	3 @MEM	4 @MEM	5 @MEM	6 @MEM
7 @MEM	8	9 NOR	10 NOR	11 NOR	12 NOR	13 NOR
14 NOR	15	16 @LOU	17 @LOU	18 @LOU	19 @LOU	20 @LOU
21 @LOU	22	23 CLT	24 CLT	25 CLT	26 CLT	27 CLT
28 CLT	29	30 @DUR	31 @DUR			

JUNE

SUN.	MON.	TUES.	WED.	THURS.	FRI.	SAT.
				1 @DUR	2 @DUR	3 @DUR
4 @DUR	5	6 NAS	7 NAS	8 NAS	9 NAS	10 NAS
11 NAS	12	13 MEM	14 MEM	15 MEM	16 MEM	17 MEM
18 MEM	19	20 @GWN	21 @GWN	22 @GWN	23 @GWN	24 @GWN
25 @GWN	26	27	28 DUR	29 DUR	30 DUR	

HOME

AWAY

JULY

SUN.	MON.	TUES.	WED.	THURS.	FRI.	SAT.
						1 DUR
2 DUR	3 DUR	4 @CLT	5 @CLT	6 @CLT	7 @CLT	8 @CLT
9 @CLT	10	11	12	13	14 WOR	15 WOR
16 WOR	17	18 @NAS	19 @NAS	20 @NAS	21 @NAS	22 @NAS
23 @NAS	24	25 GWN	26 GWN	27 GWN	28 GWN	29 GWN
30 GWN	31					

AUGUST

SUN.	MON.	TUES.	WED.	THURS.	FRI.	SAT.
		1 @MEM	2 @MEM	3 @MEM	4 @MEM	5 @MEM
6 @MEM	7	8 NOR	9 NOR	10 NOR	11 NOR	12 NOR
13 NOR	14	15 @LHV	16 @LHV	17 @LHV	18 @LHV	19 @LHV
20 @LHV	21	22 @COL	23 @COL	24 @COL	25 @COL	26 @COL
27 @COL	28	29 CLT	30 CLT	31 CLT		

SEPTEMBER

SUN.	MON.	TUES.	WED.	THURS.	FRI.	SAT.
					1 CLT	2 CLT
3 CLT	4	5 @NOR	6 @NOR	7 @NOR	8 @NOR	9 @NOR
10 @NOR	11	12 GWN	13 GWN	14 GWN	15 GWN	16 GWN
17 GWN	18	19 @NAS	20 @NAS	21 @NAS	22 @NAS	23 @NAS
24 @NAS						

INTERNATIONAL LEAGUE OPPONENTS

CLT - Charlotte Knights (CWS)
 COL - Columbus Clippers (CLE)
 DUR - Durham Bulls (TB)
 GWN - Gwinnett Stripes (ATL)
 JAX - Jacksonville Jumbo Shrimp (MIA)
 LHV - Lehigh Valley IronPigs (PHI)

LOU - Louisville Bats (CIN)
 MEM - Memphis Redbirds (STL)
 NAS - Nashville Sounds (MIL)
 NOR - Norfolk Tides (BAL)
 WOR - Worcester Red Sox (BOS)

AFFORDABLE. FAMILY. FUN.

CALL 904-358-2846 FOR MORE INFO OR TICKETS

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@JaxShrimp



List the top three choices for the position you are applying for.

_____ **Concessions Lead**

_____ **Supervisor**

_____ **Suite Attendant**

_____ **Party Deck Attendant**

_____ **Bartender**

_____ **Cook**

_____ **Kitchen Utility**

_____ **Kitchen Lead**

_____ **Concession Attendant**

_____ **Warehouse Coordinator**

_____ **Warehouse Worker**

_____ **Vending Hawker**



For Office Use Only:

Date Rcvd _____

SS# _____

Action _____

Jacksonville Baseball LLC Employment Application

GENERAL INFORMATION

Full Name _____ Date _____

Street Address _____

City _____ State _____ Zip Code _____

Daytime Phone _____ Email Address _____

Age: Under 18? ☐ Yes ☐ No How were you referred to the company? _____

Desired Wage/Salary _____ Preferred Schedule — ☐ FT ☐ PT ☐ Seasonal

If an offer of employment is extended, are you able to provide proof of your authorization to work in the United States? Yes ☐ No ☐

Desired Position(s) (*in order of preference*)

1. _____ 2. _____ 3. _____

EDUCATION

	School Name & Location (City & State)	Major	Degree Received/Date
High School	_____	_____	_____

Trade/Technical	_____	_____	_____

University/College	_____	_____	_____

Graduate	_____	_____	_____

OTHER

Professional Licenses/Certifications – List licenses and certifications held. Provide expiration or expected completion date.

Type	Issuing State or Organization	Number	Expiration Date
_____	_____	_____	_____
_____	_____	_____	_____

Jacksonville Baseball LLC is an equal opportunity employer. Applicants for employment will receive consideration without regard to race, color, religion, age, gender, national origin, sexual orientation or disability.

EMPLOYMENT HISTORY

Please give a complete record of past employment.

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous employer for a reference? ☐ Yes ☐ No If No, please explain _____

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous employer for a reference? ☐ Yes ☐ No If No, please explain _____

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous employer for a reference? ☐ Yes ☐ No If No, please explain _____

PROFESSIONAL REFERENCES

Please list former supervisors that we may contact for a professional reference.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

MISCELLANEOUS

Have you ever been convicted of any violation or crime other than a parking violation? ☐ Yes ☐ No
(A conviction is not an absolute bar to employment but will be considered in relation to specific position requirements.)

If yes, describe fully including the nature of the offense, date and type of court _____

CERTIFICATION & AGREEMENT

I certify that the information contained in this application is true and correct to the best of my knowledge. I understand that falsification, significant omission or materially incorrect information in this application is grounds for immediate termination from Jacksonville Baseball LLC (the "Company").

I understand that drug test and background checks may be required. I understand that any offer of employment is contingent upon my passing the background and drug test and upon the Company review of my checks. I also understand that my position may be subject to drug testing throughout the year. I hereby agree to drug testing and background checks as required by Jacksonville Baseball LLC and release the Company from all liability arising from such screening and/or decisions made based on such screening.

I understand that employment with the Company is "at will" and is not guaranteed for any particular length of time and that either the Company or I are free to terminate the relationship at any time without prior notice.

I authorize and request that any present and former employer(s), educational institution(s), reference(s) and any other individuals or organizations having knowledge about me to furnish Jacksonville Baseball LLC and/or its agents with all information regarding me. Further, I hereby release from liability any and all persons or organizations providing this information to Jacksonville Baseball LLC, its affiliates and its agents.

Signature of Applicant _____

Date _____

Authorization Form for Consumer Reports and Background Investigation

In connection with your application for employment with Jacksonville Baseball LLC and/or First Coast Concessions LLC (the "Company") may request from a consumer reporting agency and for employment-related purposes, a "consumer report(s)" (commonly known as "background reports") containing background information about you in connection with your employment, or application for employment, or engagement for services (including independent contractor or volunteer assignments, as applicable). HireRight, LLC ("HireRight") will prepare or assemble the background reports for the Company. HireRight is located and can be contacted at 3349 Michelson Drive, Suite 150, Irvine, CA 92612, (800) 400-2761, www.hireright.com.

The background report(s) may contain information concerning your character, general reputation, personal characteristics, mode of living, or credit standing. The types of background information that may be obtained include, but are not limited to: criminal history; litigation history; motor vehicle record and accident history; social security number verification; address and alias history; credit history; verification of your education, employment and earnings history; professional licensing, credential and certification checks; drug/alcohol testing results and history; military service; and other information

By my signature below, I consent to preparation of background reports by a consumer reporting agency such as HireRight, Inc. ("HireRight"), and to the release of such background reports to the Company and its designated representatives and agents, for the purpose of assisting the Company in making a determination as to my eligibility for employment (including independent contractor assignments, as applicable), promotion, retention or for other lawful employment purposes. I understand that if the Company hires me or contracts for my services, my consent will apply, and the Company may, as allowed by law, obtain additional background reports pertaining to me, without asking for my authorization again, throughout my employment or contract period from HireRight and/or other consumer reporting agencies.

I understand that information contained in my employment or contractor application, or otherwise disclosed by me before or during my employment or contract assignment, if any, may be used for the purpose of obtaining and evaluating background reports on me. I also understand that nothing herein shall be construed as an offer of employment or contract for services.

I hereby authorize all of the following, without limitation, to disclose information about me to the consumer reporting agency and its agents: law enforcement and all other federal, state and local agencies, learning institutions (including public and private schools, colleges and universities), testing agencies, information service bureaus, credit bureaus, record/data repositories, courts (federal, state and local), motor vehicle records agencies, my past or present employers, the military, and all other individuals and sources with any information about or concerning me. The information that can be disclosed to the consumer reporting agency and its agents includes, but is not limited to, information concerning my employment and earnings history, education, credit history, motor vehicle history, criminal history, military service, professional credentials and licenses.

Applicant Full Name _____

Street Address _____

City, State & Zip _____

Social Security Number _____

Other or Former Names _____

Date of Birth _____

Authorization

By my signature below, I also certify the information I provided on and in connection with this form is true, accurate and complete. I hereby authorize Company to obtain the consumer reports described above about me.

Applicant Signature _____

Date _____

Name: _____

AVAILABILITY

		AM				PM									
SUNDAY	9:00	10:00	11:00	12:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00
MONDAY	9:00	10:00	11:00	12:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00
TUESDAY	9:00	10:00	11:00	12:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00
WEDNESDAY	9:00	10:00	11:00	12:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00
THURSDAY	9:00	10:00	11:00	12:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00
FRIDAY	9:00	10:00	11:00	12:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00
SATURDAY	9:00	10:00	11:00	12:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00

Circle the times you can work

For example if you are in school from 9:00 to 3:00;

Circle all of Saturday, & Sunday, and 4:00 - 11:00 Monday - Friday

If you know specific dates or days of the week you need off, please list them here



Employee Information

Personal Information

Full Name: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Home Phone: _____ Cell Phone: _____

Email _____

Emergency
Contact Name _____

Emergency
Contact Phone _____

SSN: _____

Driver's
License/Gov't ID #: _____

Expiration Date: _____ Issuing State: _____

Birth Date: _____ Filing Status/Number of
Exemptions _____ / _____

Direct Deposit Information

Bank Name: _____

Routing #: _____

Account #: _____

Account Type _____

Job Information For Office Use ONLY

Title: _____ Department: _____

Pay Rate: _____ Start Date _____