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# Example of Camp Supervisor Job Description

Our growing company is looking for a camp supervisor. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for camp supervisor

* Assist in maintain accurate program records including incident reports, counselor documentation, and daily attendance
* Assists in ensuring all daily program needs are met including preparing supplies and program areas for counselors and campers
* Taking an active role in the daily operations
* Executing, maintaining, and assisting in various camp activities, tasks, and duties
* Upholding standards for guest satisfaction, communication, and kids camp
* Responsible for scheduling employees to adequately cover staffing needs
* Responsible for training staff and ensuring a high level of professionalism is displayed by all team members
* Responsible for recognizing good performance with rewards and incentives, and for disciplining poor performance according to company policy
* Responsible for handling any guest complaints regarding programming or staffing
* Ensures proper collection and filing of all paperwork for registration, check-in, and checkout

## Qualifications for camp supervisor

* Bachelor's degree in business administration, computer science, engineering or related field preferred Same as above
* Combat experience is preferred, especially in the medical specialties listed above from all service
* 2-5 years supervisory experience in a warehouse, distribution or manufacturing environment required
* 2-5 years working in the Transportation industry
* Thorough understanding of current DOT regulations
* Familiarity with FMCSR and DOT regulations