Our company is hiring for a cash room. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for cash room

- Must follow all property procedures involving any cash entering or leaving the cash room
- Must prepare bank deposits, change orders, and reconcile cash daily from prior days business
- Must notify GM and/or Unit controller immediately about any cash discrepancies
- Must follow and prepare all required paperwork for financial reporting as dictated by UC
- Must follow all safety and security procedures as dictated by SSP company guidelines and airport guidelines about handling, transporting, and storing cash
- Any and all other duties as assigned by Cashroom Manager or Controller
- Responsible for the accurate verification and recording of deposit receipts on a daily basis, processing of credit cards, charges, ticket reports and petty cash maintaining daily reconciled controls for all products inventoried through the cash room
- Responsible for the security of all funds received in the cash room and the accuracy of funds deposited to the corporate accounts
- Reconcile, process and distribute daily cash reports
- Responsible for ticket security, inventory control of ticket stock and other product maintenance of adequate supplies for cash operations, posting to accounts receivable, processing of monthly statements and maintenance of

Qualifications for cash room

- Ability to lift 30 lbs or more as needed preferred
- Periodically work outside exposed to extreme weather conditions
- Demonstrated knowledge of accounting concepts an asset
- Intermediate knowledge of Microsoft Excel, Microsoft Word and Outlook
- Knowledge of Enterprise Settlement Console and Enterprise Report Builder an asset
- Must be able to lift 5 lbs to 50 lbs consistently/Bend & Squat often