

JOB SUMMARY:

Under general supervision of the Halftime Sports Site Director, the Part-Time City of Milton Winter Recreation Basketball League Sports Scorekeeper is responsible for operating the scoreboard and maintaining records in scheduled basketball league games and programs within the Winer Recreation Basketball League department. We value leadership, integrity, communication and connection, diversity and adaptability.

Job Title: Basketball Scorekeeper & Clock Operator

Job Length: December 2017 through February 2018

Open Date: August 7, 2017

Closing Date: October 15, 2017

Salary: \$8.00 per game

Job Type: Contract

Locations: Northwestern Middle School, Hopewell Middle School and/or Cogburn Elementary School

To ensure accurate scoring of basketball games in league play.

Saturday work will be required. Position is subject to drug testing in accordance with applicable State and Federal regulations and City of Milton policies.

Work is performed indoors. Exposure to odors, wetness, humidity, temperature extremes and noise extremes. May be exposed to electrical hazards associated with the electronic scoreboard. Most notable physical demand involves working with an electronic scoreboard, which requires fine motor skills. May lift up to 25 pounds and carry that weight up to 50 feet. Requires the ability to remain in a sitting position for up eight hours or longer.

FIRST CONSIDERATION MAY BE GIVEN TO EMPLOYEES WHO MEET THE MINIMUM QUALIFICATIONS.

Part-time, contract, non-exempt position

Duties and Responsibilities:

- Assists the League Director with set-up for the games.
- Ensures accurate scoring and recording of game information using an electronic score console and game book.
- May be asked to complete a variety of reports, including but not limited to, accidents and incidents.
- Report any maintenance and safety issues to immediate supervisor.
- Provide respectful customer service.
- Submit accurate time sheets according to established pay schedule and procedures.

Minimum Qualifications:

Equivalent to a High school diploma and six (6) months experience as basketball scorekeeper.

Knowledge, Skills, and Abilities:

Working knowledge of basketball rules and official's signals. Ability to operate an electronic score console. Able to write in a game book. Ability to observe and accurately respond to official's gestures and/or whistles during the game. Dependability and willingness to learn is mandatory.

The Scorekeeper position is responsible for keeping score and tracking game statistics during various sporting events. This position may also assist with set-up and break down of basketball courts and equipment, as well as maintaining safety and discipline at the facilities. Halftime Sports staff have the primary responsibility of ensuring the safety of program participants. This position primarily works early and late Saturdays with the potential for some occasional weekday hours. The full salary range for this position is stated above. The starting range of pay is dependent on qualifications and experience of each individual candidate.

Please send resume to;
Halftime Sports, LLC
c/o City of Milton Winter Recreation Basketball
12460 Crabapple Road
#337
Alpharetta, Georgia 30004

