

See Rock City, Inc.
JOB DESCRIPTION

Title: Partner Wellness Screener	Team: Human Resources
Reports to: Human Resources Manager	Status: Full-Time, Temporary, Non-Exempt

Summary

The Partner Wellness Screener welcomes and screens for COVID-19 symptoms for all partners entering the property. Under the direction of the Human Resources Manager, the Partner Wellness Screener is responsible for performing the following duties:

Responsibilities

- Delivers excellent guest service to internal and external customers in line with the organization's mission, culture, and values.
- Models appropriate guest and partner interaction at all times.
- Using the provided no-touch thermometer, takes the temperature of each partner as they report to work.
- Distributes masks and asks each partner standardized health screening questions at the start of their shifts in accordance with CDC, state and related guidelines.
- Follows organizationally instituted processes and procedures in communicating with partners and leadership regarding steps in the full screening process.
- Wears required personal protective equipment (PPE), such as a face mask, and cleans/sanitizes workstation and supplies as appropriate.
- May conduct additional health testing or screening as directed.
- Ensures the safety sanitizing steps are communicated appropriately to partners within the screening process.
- Maintain confidentiality of all activities, partners, and records.
- Reports partner screening information according to established protocols while remaining cognizant of appropriate reporting requirements.
- Performs other duties as assigned by management.

Qualifications

- Possess an outgoing, friendly personality and the desire to provide quality service.
- Ability to work independently and to communicate and interact effectively in one-on-one and small group situations.
- Ability to provide a flexible schedule to work nights, weekends, holidays, and special events as needed.
- Required to regularly use hands and fingers. Ability to lift/move up to 10 pounds. Required to walk, stoop, kneel or crouch frequently. Must be able to stand regularly.