

Front Desk Daily Duties

- Center control must be kept clean and always organized.
- Complete bowling area must be vacuumed and swept everyday as needed (especially when a porter is not scheduled)
- Clean all tables, monitors, chairs, and arcade games.
- Make sure all trash cans have bags in them.
- Serve all customers at the counter promptly and always be courteous.
- Every customer who buys a game of bowling is to receive a yellow bounce back certificate dated 30 days from the date of issue.
- You must always watch the bowlers on the floor. (Especially the children).
- No cell phone use at Center Control without a manager's permission. You may ask a manager on duty if you need a break to use your phone.
- You must always act like a professional.
- Always strive to make a customer happy.
- Bathrooms must be checked and always cleaned.
- Music must be on and played and volume set according to crowd.
- Arcade must be on anytime Children, teens or customers are bowling.