Ticket Sales Job Description

$9.25/hr

Description – Ticket Sellers are responsible for assisting in the daily operations of the Aces Ballpark Ticket Office. This includes processing ticket requests at walk-up windows and over the phone.

Supervision – The Ticket Sales position is supervised by the Director of Ticket Operations and the Ticket Operations Manager.

General Duties - The following tasks are typical for this position:

1. Perform as a ticket sales agent for all ticketed events at Aces Ballpark for current and upcoming events using a computer-based sales system.
2. Assist in the daily operations of the Ticket Office; including mailings, answering phones, filling orders and other duties as assigned.
3. Help in resolving customer seating issues.
4. Communicate effectively with fellow co-workers and guests.
5. Accept cash and give change with accuracy and efficiency.