

BPGSA Miner's Memorial Park Concession Stand Procedures

Thank You for volunteering your time to make the softball season a successful one!!!

If you need anything during your shift or have any questions, please contact:

Lindsay Perry 412-715-3137; Tom Weis 412-477-0713; Duke Young 412-691-0113

BPGSA Members with Keys

1. Lindsay Perry 412-715-3137
2. Brad Campbell 412-398-9066
3. Dave Christian 412-913-7533
4. Jim Davis 412-551-7086
5. Tony Martinelli 412-302-7297
6. Mark Murphy 412-999-1221

GENERAL RULES

- Kids are not to be left alone in the concession stand; adult volunteers are responsible for their own children if they are present in the stand
- Children under the age of 12 should not be working
- Please pay for everything that you or your children eat or drink
- Food preparation requires proper hygiene. Gloves are provided for proper food handling.

OPENING CONCESSION DUTIES

- Unlock Bathroom (key in top right drawer of cabinet to the right of the small refrigerator)
 - Make sure there is toilet paper, paper towels and soap.
- Stock Shelves (if needed).
- Start Hot Dogs and Pretzels

Food Preparation (always wear gloves)

Hot Dogs: Hot Dog Roller

- Defrosted hot dogs located in refrigerator under microwave counter
- Frozen are located in freezer
- Place Hot Dogs on Back Section to get the warming process started (turn on roller grill), when Dogs are warmed all the way through, move them to the Front Section. Please Note: Set Back Section at a higher temperature than the Front Section.
- If needed, after the Dogs have been on the Roller for a while, place Dog in Bun, wrap in Foil and place in Pretzel Warmer.
- How many Dogs should have ready? Good Question – We want to do our best to minimize waste.
 - Weeknight games: 3-5 hotdogs
 - Weekend games: 5-10 hotdogs

Please Note: If you have the Dogs in the Pretzel Warmer too long, the buns start to toast and get hard.

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Soft Pretzels : Pretzel Warmer

Pretzel Warmer (Make sure warmer has water in it. Inside warmer on the bottom, there is a lid, under it is where the water goes.) Don't forget to turn it on. Temperature best set between 120-130 degrees.

- Frozen pretzels are located in freezer
- Spritz/Moisten with water so salt sticks and lightly with salt
- Salt is in Tupperware bowl
- Microwave for 30 – 45 Seconds
- Place in Pretzel Warmer
- How many Pretzels should have ready? Good Question – We want to do our best to minimize waste.
 - Weeknight games: 3-5 pretzels
 - Weekend games: 5-10 pretzels
- Serve with deli paper or in paper boat

Pepperoni Rolls

- Located in freezer
- Pop open plastic bag; leave in bag and microwave for 90 seconds
- Place heated pepperoni roll in paper boat to serve

Nachos

- Add portion pack to nacho tray
- Add cheese from nacho dispenser, use button marked
- Jalepenos located in refrigerator under microwave

END OF SHIFT DUTIES

- Restock Refrigerator drinks, Candy, Chips, Seeds, etc...
- Make list of any items out of stock, and communicate to Concession Contacts
- Clean any utensils used during the day
- Turn off / Clean / Wipe down Hot Dog Roller
- Turn off / Clean / Wipe out Pretzel Warmer
- Nacho Cheese can remain on.
- Wipe Counters
- Sweep Floor
- Take out Trash from concession and bathrooms– Place bag(s) inside cans outside Concession Stand. DO NOT leave trash bags on concrete, as rodents will tear trash apart.
- Cash Drawer – Count out \$35 in small bills (\$1 and \$5) and leave in drawer. Count the rest and put in envelope.
 - Write date and amount on envelope.
 - Put envelope in cash drop box in cabinet under hot dog warmer. Envelopes can be found in cabinet with cash box.
 - Complete cash log in drawer with same information.
- Lock Bathrooms
 - Make sure there is toilet paper, paper towels and soap for the next day.
 - Empty garbage cans.