



**San Pasqual Economics Development Corporation
Job Vacancy**

Position Title: Horizon Fuel Center Team Member	Posting Date : 07/21/2026
Position Reports to: Shift Supervisor	Employment Category: Non-Exempt/Part Time
Department: Horizon Fuel Center	Internal Closing Date: 07/31/2026

Position Summary: The San Pasqual Economic Development Corporation is looking for experienced part-time Team Members for multiple work shifts at the Horizon Fuel Center. Responsible for providing service that invites interaction with our guests by processing payments for goods and services and educating guests about the offerings at the convenience store. Ensures that the fuel center is clean and always inviting to guests and can work in a fast-paced environment.

Responsibilities

- Acknowledges, engages and interacts with guests and other team members; anticipates and exceeds guests' needs
- Processes goods and services accurately by using the point-of-sale system; issues refunds for returned merchandise
- Receives cash and credit card payments and issues receipts or change to guests; responsible for overages and shortages, accuracy and security
- Addresses guest needs and concerns
- Clean and disinfected restroom facilities, including sinks, toilets, and urinals, fill dispensers with soap, toilet paper, and other items; clean mirrors, walls, light fixtures, and windows; unclog drains and toilets
- Clean and disinfect service islands and fuel pumps
- Dispense propane while observing all industry safety standards
- Report on safety, sanitary, and fire hazards to appropriate personnel
- Stocks products and monitors inventory of Pit Stop Market
- Frequently cleans the Horizon Fuel Center
- Maintains the Horizon Fuel Center brand image by ensuring a functional fuel center, the accurate processing of payments from guests, fuel center cleanliness, and excellent guest service



Qualifications & Skills

REQUIRED EDUCATION / CERTIFICATIONS:

- High school diploma or equivalent

EXPERIENCE / QUALIFICATIONS / SKILLS

- Previous cashier experience is preferred
- Must be at least 18 years of age
- Must be able to pass a drug screen and background check
- Ability to work near gasoline pumps and other fueling equipment.
- Ability to occasionally work outdoors while assisting customers or maintaining the exterior premises.
- Ability to restock coolers, shelves, and displays by lifting and carrying merchandise.
- Ability to safely use cleaning chemicals and equipment to maintain a clean work environment.
- Ability to communicate in English is required; Spanish comprehension is helpful
- Fundamental reading, writing, math, and computer/POS skills are required
- Must have access to adequate transportation to and from job site
- Must be available and willing to work various days/times, including weekends, evenings, holidays, and overtime.
- Ability to stand and walk for extended periods throughout the workday.
- Ability to frequently use hands and fingers to operate a cash register, scanner, computer, and other point-of-sale equipment.
- Ability to reach, bend, stoop, kneel, and twist while stocking merchandise, retrieving products, and cleaning the work area.
- Ability to lift, carry, push, and pull up to 25 pounds regularly and up to 40 pounds occasionally, with or without reasonable accommodation.
- Ability to safely handle merchandise and supplies.
- Ability to communicate effectively with customers and coworkers in person and by telephone.
- Ability to read labels, receipts, price tags, and computer screens.
- Ability to perform repetitive motions involving the hands, wrists, and arms.
- Ability to work in varying environmental conditions, including exposure to indoor and outdoor temperatures, depending on the work location.
- Ability to maintain regular attendance and work a flexible schedule, including evenings, weekends, and holidays, as required.
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Internal applicants who are interested in the above position should contact Human Resources at hr@sanpasqualtribe.org to obtain an application. Completed applications, along with a current resume, must be submitted to hr@sanpasqualtribe.org.



In accordance with the San Pasqual Band of Mission Indians' Policies and Procedures, preference in hiring, transfers, and promotions shall be given to qualified applicants in the following order: 1. San Pasqual Band of Mission Indians Tribal Members. 2. Spouse of an enrolled Tribal Member who contributes to the household 3. San Pasqual Band of Mission Indians Lineal Descendants. 4. Other Native Americans 5. Non-Native Americans