



**POSITION:** CASHROOM ASSISTANT (SEASONAL)  
**LOCATION:** Lewiston, NY  
**SALARY:** \$18-\$19/hr.-USD / \$19-\$20/hr.-CAD  
**DURATION:** OCTOBER – JUNE (TEMPORARY)  
NON-UNION  
**SHIFTS:** 7:00AM – 3:00PM Monday  
Flexible: Tuesday-Friday  
24-40 hours per week

*\*Open to those eligible to work in Canada or the United States*

The Niagara Falls Bridge Commission (NFBC) owns and operates the Rainbow Bridge, Whirlpool Rapids (Lower) and Lewiston-Queenston Bridges. Our mission is to build, maintain and operate lower Niagara River border crossings to facilitate commerce and the movement of goods and people in a safe and efficient manner.

We are currently seeking a **CASHROOM ASSISTANT (SEASONAL)** to join our team.

#### **REQUIREMENTS:**

1. High School Diploma.
2. Hands on practical experience handling cash.
3. Working knowledge of Microsoft Office (Outlook, WORD & Excel).
4. Must have a valid driver's license.
5. Must be able to travel across the United States/Canadian International Border.
6. Must be able to obtain and preserve CBP and CBSA "Reliability" clearance status.
7. Must be physically able to squat, bend, lift 25 pounds, and work with hands frequently.
8. Full day shift availability on Monday's.

#### **DUTIES:**

- Pick up collector bags and vaults from all Commission facilities on a daily basis.
- Assist cashier by rolling and delivering coin, strapping bills, and express pass cards to restock vending machines at the Commission facilities.
- Work with the cashier to accurately restock float vending machines on a daily basis.
- Assist the cashier in daily coin collection and counting, including the turnstile change machines.
- Report any cash discrepancies/anomalies found to the Controller.
- Assist the cashier and Controller in performing quarterly reconciliation of vending system and semi-annual reconciliation of turnstile change machines.
- Perform the daily courier/mail run to the Commission facilities.
- Other duties as assigned by supervisor.

#### **APPLICATION INFORMATION**

Please reply with **reference number (SCA25)**, a detailed cover letter and resume prior to **Friday, October 10, 2025 at 4:00 PM** to:

Administrator  
Niagara Falls Bridge Commission  
5365 Military Road  
Lewiston, NY 14092

Fax (716) 205-0667 or e-mail [employment@niagarafallsbridges.com](mailto:employment@niagarafallsbridges.com)

**We thank all applicants for their interest but only those advancing through the selection process will be contacted.**

*The Niagara Falls Bridge Commission does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.*

*This job ad is available in alternate formats upon request. To request an alternate format or reasonable accommodation for any part of the employment process, please send an email to: [employment@niagarafallsbridges.com](mailto:employment@niagarafallsbridges.com) or call (716)285-6322 ext. 4122.*