

JOB DESCRIPTION

Job Title:	<u>Operations Staff</u>
Reports To:	Operations Manager
FLSA Status:	Part Time Hourly; Non Exempt
EEO Status:	Operations event staff
Entity:	OVG Facilities

SUMMARY: Assist in all conversions of the Arena, set-up and breakdowns for every event

ESSENTIAL FUNCTIONS: *(including, but not limited to...)*

- Take part in setups and breakdowns for events (setting up staging, basketball floor, chairs and more.
- Must have the ability to be active for throughout set-up
- Must be mobile
- Must be courteous and polite
- This job requires physical labor and some heavy lifting
- Other duties as assigned

QUALIFICATIONS:

- High school diploma, GED or equivalent preferred.
- Must have a demonstrated ability to function independently in a fast paced, high-pressure environment
- Must have the ability to work flexible schedule including long hours, nights, weekends and holidays.
- Must be comfortable working with the public and have strong interpersonal and communications skills

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands:

- Must have the ability to stand in the same spot for an extended period of time
- Must be mobile
- Must be courteous and polite
- Must be knowledgeable about event/game taking place
- Must have a desire to work events, nights and weekends

Work Environment:

- The duties of this position are performed primarily indoors. The noise level in the work environment will range from moderate to loud.
- Must uphold and maintain a customer friendly environment.

Pay Rate:

- 13.75 an hour