



SPECTRA
BY COMCAST SPECTACOR



POSITION DESCRIPTION

Position Title: Facility Worker (Part Time) Department: Operations
 Reports to: Manager, Facilities & Events FLSA Designation: Non-Exempt

POSITION PURPOSE:

This position is responsible for ensuring set-up and tear downs for events are completed according to specifications in a safe and timely manner.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Arrives for work on time for each scheduled shift, in uniform and ready to work
- Performs set-up and tear down duties for basketball, hockey, concerts, family shows and special events, locker rooms, exhibit hall including set and alignment of basketball floor, ice decking, ice, glass, portable chairs, tables, seating platforms
- Performs daily operations and general building maintenance during non-event days
- Works safely, quickly and efficiently to meet all deadlines
- Maintains a positive, outgoing demeanor
- All other tasks assigned by Supervisor

SPECIFIC JOB KNOWLEDGE, SKILLS AND ABILITY:

Facilities workers must possess the following knowledge, skills and abilities and be able to explain and demonstrate that he/she can perform the essential functions of the job, with or without reasonable accommodation, using some other combination of skill and abilities.

- Prior conversion or event experience preferred
- Must be able to work overnight hours, weekends and holidays
- Ability to lift and carry up to 50 lbs. on a frequent basis
- Ability to stand on feet for up to 8 hours at a time, and kneel, stoop, and reach above head in conjunction with conversion tasks
- Ability to safely and efficiently operate hand and power tools
- Ability to work independently and in a team environment
- Ability to work safely and complete tasks in a timely manner

I have read the above, and understand that it is intended to describe the general content and requirements of this job. I understand that the Company may add to or change my duties and responsibilities at any time in order to meet business needs.

Employee Signature _____

Date: _____