



Worldwide Entertainment and Conference Venue Management

JOB TITLE: House Crew Supervisor	FLSA: Non-Exempt
FACILITY: Five Flags Center DEPARTMENT: House/Custodial Crew PAY RATE:	REPORTS TO: Operations Supervisor SUPERVISES: None

POSITION SUMMARY:

House crew work is part-time/on-call labor. Duties will include event seating set-up and strike and clean-up after event.

SUPERVISORY DUTIES

- Supervises Part-Time employees during set-up/teardown of meeting rooms.
- Supervises part-Time employees during se-up/tear down of chairs, tables, and other equipment throughout the facility.
- Supervises and assists arena and theater clean-up after events.
- Perform basic operational duties as a working supervisor.

MAJOR RESPONSIBILITIES

- Set-up and strike tables, chairs, and other equipment for events as needed.
- Clean all areas of the building after events.
- Set-up meeting rooms as needed with tables, chairs and A/V equipment.
- Operate forklift and skid loader.
- Other duties as deemed necessary.

WORKING CONDITIONS:

- Must be able to lift a minimum of 50 pounds repeatedly.
- Flexible hours including weekends, nights and holidays.
- Daily starting times will vary depending upon requirements of the day’s work.
- Work hours are casual, seasonal and non-guaranteed.

KNOWLEDGE, SKILLS AND ABILITIES:

- Energetic and responsible person with good work ethic.
- Maintain attitude of “do whatever it takes”.
- Remain flexible and adjust to situations as they occur.
- Ability to understand and follow specific oral and/or written instructions required.
- Must be a minimum of 18 years of age.
- Maintain neat/clean, well-groomed appearance.
- Knowledge of safe work practices.

EDUCATION/EXPERIENCE/TRAINNG:

- Required: None
- Desirable: Previous experience in a similar line of work.

“SMG is an Equal Opportunity/Affirmative Action employer, and encourages women, minorities, individuals with disabilities, and protected veterans to apply. VEVRRRA Federal Contractor.”

To apply in person: Five Flags Center, 405 Main Street, Dubuque, IA 52001

To apply online:

<https://recruiting.adp.com/srccar/public/RTI.home?c=1152751&d=ExternalCareerSite&r=5000431878606#/>