



Worldwide Entertainment and
Convention Venue Management

LYNNWOOD CONVENTION CENTER



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POSITION: AUDIO-VISUAL SPECIALIST
REPORTS TO: DIRECTOR OF OPERATIONS
FLSA STATUS: PART TIME NON-EXEMPT

THE LYNNWOOD CONVENTION CENTER STRIVES TO PROVIDE EXCELLENT GUEST SERVICE THROUGH OUR CORE VALUES, ATTITUDE, COMMUNICATION, KNOWLEDGE AND ANTICIPATION. AS A MEMBER OF THE LYNNWOOD CONVENTION CENTER TEAM, WE ARE LOOKING FOR TALENTED FOLKS WHO MODEL THESE VALUES IN THEIR WORK BEHAVIOR, DECISION MAKING, PERSONAL CONTRIBUTIONS AND GUEST INTERACTIONS. WE INVITE YOU TO JOIN OUR TEAM AND SHOW YOUR AFFINITY FOR GUEST SERVICE, AND WORK ALONGSIDE OTHERS WHO HAVE THE SAME SHARED VALUES AND COMMITMENT TO EXCELLENCE.

THE LYNNWOOD CONVENTION CENTER IS SEEKING AN EXPERIENCED AUDIO-VISUAL SPECIALIST TO LEAD THE SET UP AND OPERATION OF A/V EQUIPMENT AT THE VENUE.

- FREE PARKING
- PAID SICK LEAVE
- 401K PARTICIPATION AVAILABLE
- FLEXIBLE SCHEDULE

DUTIES & RESPONSIBILITIES:

- SET UP AND STRIKE VARIOUS AUDIOVISUAL EQUIPMENT AND COMPONENTS FOR EVENTS.
- OPERATE AND TROUBLESHOOT AUDIOVISUAL EQUIPMENT PRIOR TO AND DURING SCHEDULED EVENTS.
- ACT AS DEDICATED EVENT AUDIOVISUAL TECHNICIAN FOR EVENTS WHEN NEEDED.
- ADJUSTING AND FOCUSING THEATRICAL LIGHTS, AT HEIGHT, FOR UPCOMING EVENTS.
- PERFORM ROUTINE MAINTENANCE AND REPAIRS OF A/V EQUIPMENT.
- MAINTAIN INVENTORY OF EQUIPMENT AND CONSUMABLES.
- ASSISTANCE IN THE SET-UP AND STRIKE OF NON-A/V EQUIPMENT SUCH AS CHAIRS, TABLES, DANCE FLOORS, ETC. WILL BE REQUIRED.

REQUIRED SKILLS & ABILITIES:

- MINIMUM OF 3 YEARS OF HIGH-VOLUME WORK EXPERIENCE IN THE SET UP AND OPERATION OF AUDIOVISUAL SYSTEMS INCLUDING AUDIO, VIDEO, COMPUTERS AND LIGHTING FOR LIVE EVENTS. EQUIVALENT SPECIALIZED EDUCATION AND HANDS-ON PRACTICAL EXPERIENCE MAY BE SUBSTITUTED FOR SOME WORK EXPERIENCE.
 - INTERMEDIATE ELECTRICAL, ELECTRONIC, AND MECHANICAL KNOWLEDGE.
 - THE CANDIDATE MUST BE ABLE TO READ AND INTERPRET PLAN DRAWINGS IN CONJUNCTION WITH WRITTEN GUIDELINES TO ACHIEVE VARIOUS SETUP NEEDS.
 - HIGH APTITUDE FOR LEARNING NEW SYSTEMS AND TROUBLESHOOTING TECHNICAL PROBLEMS.
 - WILLING AND AVAILABLE TO WORK EXTENDED, OFTEN IRREGULAR HOURS INCLUDING NIGHTS, WEEKENDS, AND HOLIDAYS AS REQUIRED BY EVENTS.
 - EFFECTIVE COMMUNICATION AND INTERPERSONAL SKILLS TO INTERACT WITH PROFESSIONALISM, CLARITY AND TACT.
 - ABILITY TO WORK INDEPENDENTLY WHEN NEEDED AND IDENTIFY SOLUTIONS TO COMPLEX CHALLENGES.
 - ABILITY TO READ, WRITES, AND SPEAKS ENGLISH. HIGH SCHOOL DIPLOMA OR GENERAL EDUCATION DEGREE IS REQUIRED AND MUST HAVE ABILITY TO FOLLOW DETAILED INSTRUCTIONS FOR TASKS ASSIGNED.
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- EXPERIENCE IN IT SERVICES LIFT OPERATION AND ENTERTAINMENT RIGGING IS HIGHLY DESIRED.

PHYSICAL DEMANDS:

THE PHYSICAL DEMANDS 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.

- WHILE PERFORMING THE DUTIES OF THIS JOB, THE EMPLOYEE IS REGULARLY REQUIRED TO STAND FOR LONG PERIODS OF TIME AND MAY HAVE TO REACH WITH HANDS AND ARMS, STOOP, KNEEL, CROUCH, AND CRAWL.
- THE EMPLOYEE MUST REGULARLY LIFT AND MOVE UP TO 50 POUNDS.
- THIS POSITION REQUIRES WORK IN BOTH INDOOR AND OUTDOOR SETTINGS AND MAY BE SUBJECTED TO ADVERSE WEATHER CONDITIONS.
- THE EMPLOYEE MUST ALSO BE COMFORTABLE AND ABLE TO WORK AT HEIGHTS OF 30-40 FT ON AN AERIAL LIFT PLATFORM.

A HANDS-ON SKILLS TEST WILL BE REQUIRED OF ALL CANDIDATES PRIOR TO HIRE.

WAGE: \$21.00 PER HOUR STARTING WAGE

TO APPLY FOR THIS POSITION PLEASE FOLLOW THE LINK BELOW OR COPY INTO WEB BROWSER

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SMG IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER, AND ENCOURAGES WOMEN, MINORITIES, INDIVIDUALS WITH DISABILITIES, AND PROTECTED VETERANS TO APPLY. VEVRRRA FEDERAL CONTRACTOR.

