



<b>Position-</b>	<b>Houseman (PT)</b>
<b>Facility Name-</b>	<b>Lynnwood Convention Center</b>
<b>Location-</b>	<b>Lynnwood, WA</b>

**POSITION:** Houseman (PT)  
**DEPARTMENT:** Operations  
**REPORTS TO:** Operations Manager

\*Free Parking      \*Paid Sick Leave      \*401K Participation      \*Flexible Shifts

## Summary

ASM, the leader in privately managed public assembly facilities, has an excellent and immediate opening for the Event Houseman for ASM/**Lynnwood Convention Center**.

The Lynnwood Convention Center's purpose is to create, plan and execute outstanding event experiences. To achieve this, our employees must provide the highest levels of guest service by demonstrating our principles of being Professional, Resourceful, Accommodating and Precise, while always being Safe. To be successful in this role, candidates must be friendly and honest, build strong relationships, continually strive to provide a seamless experience, and be flexible to our guests' needs by providing quality services and products through detailed and accurate communication. Team members of the Lynnwood Convention Center must share in our values of being Adaptable to event needs, being Aware of guest requirements, showing strong Character, and being Team-centric. We are looking for talented folks who model these values in their work behavior, decision making, personal contributions, and guest interactions.

### Essential Duties and Responsibilities

- Day-to-Day cleaning of the facility, including but not limited to restrooms, event spaces, back-of-house areas, concourses, floors, and carpets
- Removal of trash, composting and recycling
- Maintain the cleanliness and appearance of parking lot and building exterior
- Pre-Event set up, including but not limited to chairs and tables
- Support operations with event day tasks including post event clean up
- Operate motorized equipment such as floor scrubbers, vacuums, and carpet extractors
- Assist with basic maintenance, including but not limited to pressure washing, touch up painting, and monitoring the condition of equipment
- Regular inspection of the facility for damage and overall cleanliness
- Other duties and responsibilities as assigned

### Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### Education and/or Experience

- High School diploma or general education degree is required and must have ability to follow detailed instructions for tasks assigned.

