



## OPERATIONS EVENT WORKER

<b>Job Type:</b>	Full-time
<b>Salary:</b>	\$13.50
<b>Work Location:</b>	Kentucky Exposition Center, 937 Philips Lane, Louisville. KY 40209
<b>Created:</b>	May 9, 2022

### Position Summary:

The Operations Worker performs event and room set-up, changeover and breakdown duties inclusive of transporting and setting tables, chairs, stage pieces and other facility equipment. Performs duties to keep all facility areas clean and orderly, including pre-function space, restrooms, storage areas, outdoor facility areas, and exhibit halls, ballrooms, meeting rooms, suites and offices.

### Essential Functions (must be able to execute with/without reasonable accommodation):

- Sets event spaces and rooms with tables, chairs and other equipment and performs duties for changeovers, tear-downs, event move-ins and move-outs.
- Assembles and installs stages, bleachers, barricades, backdrops, pipe and drape and other equipment.
- Transports heavy equipment, furniture, supplies and other loads, manually and by use of hand trucks.
- Maintains facility trash receptacles per regular maintenance schedules and specific event schedules.
- Preps and uses cleaning solutions according to OSHA and other applicable safety specifications.
- Cleans and otherwise attends to wet and dry spills using basic and specialized equipment and solutions and sets cautionary signage accordingly when sweeping, moping, vacuuming floors.
- Services and stocks restrooms with toilet tissue, paper towels, soap and other provisions.
- Strips, seals, finishes and polishes floors and steam cleans and shampoos carpets.
- Cleans windows, fixtures, furniture glass surfaces, mirrors, walls and doors using basic and specialized cleaning solutions and equipment.
- Maintains outdoor facility areas using basic landscape equipment and removes trash and debris from sidewalks, parking lots and parking garages.
- Removes snow from sidewalks, driveways, parking lots and garages using snowplows, snow blowers, snow shovels, and snow-melting chemicals.
- Operates trash compactor, adhering to OSHA and other applicable safety specifications.
- Notifies supervisors about equipment and facility structures in need of repair.
- Performs relative duties and manages other responsibilities as assigned

### Physical and Mental Demands (must be able to execute with/without reasonable accommodation):

- Regularly traverses facility space, including stairs, ramps, escalators/elevators and heavily-occupied spaces
- Able to lift items up to 50 lbs. independently
- Consistently functions effectively in moderate/high-pressure environment, according to a stringent schedule

### Work Environment and Hours of Work:

- Office and event facility settings with moderate/high noise levels
- Varied work hours including weekdays, evenings, late nights, early mornings, weekends and holidays, contingent upon event scheduling; eligible to work more than 40h/wk
- Regular exposure to hot/cold/humid climates and elements including livestock, hay, dirt/dust, and exhaust fumes
- Regular exposure to heavy/specialized tools, moving vehicles, mechanical equipment and cleaning chemicals

### Educational, Experience and Other Requirements:

- Must be at least 18 years of age and authorized to work in the United States
- Driver's License, preferred