

Metropolitan Exposition-Recreation Commission

Title: Elevator Operator
Job Code: 8265
Pay Range: 865
FLSA Status: Non-exempt

Bargaining Unit: IATSE B20
Established:
Revised:
EEO Category: Service/Maintenance

CLASSIFICATION DESCRIPTION

Greet and direct patrons to seat locations via elevator

SUPERVISION RECEIVED

Supervision is received from House Manager or Event Manager

SUPERVISION EXERCISED

None

DUTIES AND RESPONSIBILITIES

An employee in this classification may perform any of the following duties. However, these examples do not include all of the specific tasks which an employee in this classification may be expected to perform.

1. Greets and directs patrons to seat locations via elevator; directs handicapped patrons to wheelchair facilities and seat locations.
2. Informs patrons of theater and MERC rules and policies regarding smoking, etc.; enforces policies as necessary.
3. Remains in elevator during load-in, intermission and load-out and nearby at other times.
4. Performs other related duties as assigned.

JOB SPECIFICATIONS

EDUCATION AND EXPERIENCE

- High school diploma, or GED, and
- A minimum of one year experience in dealing directly with the general public in a high volume situation or
- Any combination of experience and training which provides the knowledge, skill and ability required for successful performance of the essential job duties
- Must be 18 years or older
- Must be well- groomed, dependable, reliable and prompt. Must abide by the MERC dress/appearance code
- Previous experience dealing with crowd management desirable

LICENSES

Possess or have the ability to obtain a current CPR/AED certification

KNOWLEDGE, SKILL, ABILITIES

- Elevator operation and safety regulations
- Crowd management and etiquette
- Maintain a pleasant, courteous and professional demeanor while working in stressful and sometimes hazardous situations

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SPECIAL CONDITIONS

Must be able to work as scheduled, depending upon event calendar. Must be able to tolerate standing for long periods of time. Must be able to remain in a small, crowded, enclosed space for long periods of time. Must behave in a courteous and professional manner at all times; have excellent communication skills. Dress code enforced; uniform provided upon receipt of deposit.