

EVENT CREW POSITION DESCRIPTION

Division/Department: South East Region
Headquarters: 1890 Briarwood Rd, Unit #22 Atlanta, Georgia 30329
Job Title: Event Crew
Reports to: Event Manager
Type of position: <input type="checkbox"/> Full-time <input checked="" type="checkbox"/> Part-time <input type="checkbox"/> Contractor Hours: 20 hours Time: Varies
GENERAL DESCRIPTION
<p>Red Carpet Express is a forward-thinking fast paced company is looking to hire Event Crew to join our Event Team. We need our Event Crew to assist with event execution & logistics and cooperate alongside our team as we continue to innovate and set the standard in the entertainment and event industry.</p> <p>We believe that great ideas can come from anywhere, and we are confident that our Event team members will be full of them. We are in need of some brilliant minds and committed talent to help us Create, Capture and Share the Red Carpet Experience.</p> <p>This position is compensated based upon agreements with management.</p>
DUTIES & RESPONSIBILITIES
<ul style="list-style-type: none">• Assist Event Manager with Event execution.• Perform Delivery and Pick-Ups when assigned.• Manage event equipment inventory and management.• Communicate directly with clients during event execution process.• Complete Event Installation and Breakdown.
WORK EXPERIENCE REQUIREMENTS
<ul style="list-style-type: none">• Experience in customer service.• The ability to solve problems with very little to no supervision.• Strong understanding of creative work environment.• Excellent communication skills and understanding of professionalism.• Ready to be part of a team.• Metro Atlanta based with reliable transportation.• Ability to lift 60lbs.
EDUCATION REQUIREMENTS
High school graduate or equivalent, supplemented by a technical or vocational school preferred. Bachelors a plus. English communication skills both orally and in writing a must.
APPLYING FOR THE JOB
To be considered please send portfolio link and resume via email to: info@RedCarpetExpress.com