



WE'RE HIRING

EVENT CREW MEMBER

CONTACT US

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🌐 sasfevents.org

WHO WE ARE

The Sacramento Asian Sports Foundation (SASF) is a non-profit 501 (C) (3) organization dedicated to support and promote sports and cultural programs for children, youth, and adults in the greater Sacramento area. SASF provides a facility for community members to hold sports practices, dinner banquets, and youth enrichment programs.

JOB DESCRIPTION

SASF Event Staff provide quality customer service while monitoring the use of facility rentals during the weekdays and weekends.

Event Staff also manually set up and tear down special event rentals taking place in the facility, including weddings, dinner banquets, parties, etc.

DUTIES AND RESPONSIBILITIES

- Oversee the use of the facility during event rentals
- Enforce the rental guidelines and policies outlined in the SASF rental contract
- Provide quality customer service to renters during events
- Open and set-up the facility as required by the renter
- Clean-up and secure facility following the completion each rental
- Set-up and tear-down of special events, including a protective floor covering, tables, chairs, a portable stage, bar tops, etc.
- Provide supplemental upkeep and maintenance of the facility
- Perform entry-level office tasks

JOB DETAILS

Salary

\$16 an hour

Job Type

Part-time

QUALIFICATIONS

- Available during week nights and weekends
- Able to perform labor-intensive work, including lifting equipment up to 50 lbs
- Basic knowledge of AV equipment
- Excellent communication skills with renters, other event staff, and SASF management
- Proactive personality and able to work with little direction