

**CLARK COUNTY
PARKS & RECREATION DEPARTMENT
Part-time Employee Recruitment Request Form**

POSITION: **MANAGEMENT ASSISTANT | AUDIO, VIDEO & LIGHTING
TECH I**

LOCATION: **Sunset Park
2601 E Sunset Road
Las Vegas, NV 89120**

CONTACT: **Brian Saliba, 455 - 8200**

DESCRIPTION OF DUTIES:

Experience in concerts/music festivals/live entertainment/special events/event management in one of the following areas:

- Audio/Video/Lighting or Technical degree or equivalent experience (2-4 years) required.
- Ability to lead a team and communicate the tasks that need to be done
- Experience with operating, troubleshooting, set/strike Audio, Video, Staging & Lighting.
- Knowledge and understanding of technical and theatrical terminology.
- A general understanding of OSHA codes pertaining to theater and electrical safety.
- A thorough understanding of technical set-up documentation such as stage plots, light plots, audio plots,
- Routinely performing installation of audio and lighting (per industry standards)
- Maintain all county owned audio and/or lighting systems in a functional, safe working condition at-all-times.
- Operate scissor lift, forklift, or boom lift to complete setup.
- Operate oversized motor vehicle while towing: trailer, mobile stage, bleachers, flatbed trailer, etc.
- Operate and run sound, video lighting or rigging equipment.
- Effectively and efficiently move around work area.
- Work physical in nature and requires complete physical mobility, including but not limited to balancing, bending, carrying, climbing, crawling, reaching, squatting, twisting, lifting, up to 100 pounds, and pushing/pulling up to 100 pounds. These actions are required, in order to move around equipment and perform rigging and lighting duties.
- Performs all other job-related duties as requested

MINIMUM QUALIFICATIONS:

- Must be a self-starter
- 2+ years of experience doing sound, lighting or video within the industry
- Must possess OSHA 10 certification, or acquire within first days of employment.
- Knowledge of events and event set-up.
- Ability to read, write, communicate and interact with individuals at all levels
- Can work as part of a team.
- Ability to do simple math.
- Understand and comply with all departmental rules, regulations, policies and procedures.
- Ability to exercise sound judgment.
- Ability to operate forklift, scissor lift, or boom as needed
- Ability to multi-task and work well under pressure.
- Skill in establishing and maintaining a working relationship with staff and clientele.
- Ability to follow direction and complete tasks efficiently and within the time outlined by the supervisor

- Staging, lighting and audio skills, along with knowledge of stage production is a plus.
- Good hygiene/grooming and practice good customer service.
- Ability to work any hours particularly nights and weekends.
- Available for work with an 8-hour notice
- This position is subject to varying levels of noise, heat and smoke.

II. Physical requirements:

Mobility to work in a typical office setting and use standard office equipment. Vision to read printed materials and/or a computer screen, hearing and speech to communicate in person or over a radio or the phone. Drive a motor vehicle to reach off site production locations. Safely lift and carry up to 100 pounds (with assistance as needed) to transport production or stage equipment. Mobility to climb to ascend and descend ladders and stairs, balance on narrow surfaces, stoop, kneel, crouch and crawl. Ability to stand or sit for prolonged periods with stamina to maintain concentration for an extended period of time.

APPLICATION PROCESS:

Applications can be downloaded at:

<https://files.clarkcountynv.gov/clarknv/Parks%20&%20Recreation/Employment/part-time-employment-application-fillable.pdf>

DAYS: Varies (Monday through Sunday)

HOURS: On-Call / Seasonal

PAY RATE: \$20.00-22.00

OF VACANCIES: OPEN

DATE NEEDED: SEASONAL March-November

POST THROUGH: Open and continuous