

## **BOX OFFICE**

Are you someone who thrives in a fast-paced environment and can stay organized under pressure? If so, we'd love to have you on our dynamic Customer Care team! As a Box Office Associate, you'll play a crucial role in ensuring that our patrons have an outstanding festival experience from the moment they arrive. Whether they're purchasing tickets, resolving ticketing issues, or picking up pre-paid tickets, you'll be their go-to resource for assistance.

Why Join Us? This is an exciting opportunity to be part of a high-energy team and directly contribute to the success of the festival. If you're passionate about delivering top-notch service and creating memorable experiences for guests, this role is perfect for you!

<ul> <li>Key Responsibilities:</li> <li>Sell tickets from the onsite box office with a friendly and professional approach.</li> <li>Organize and distribute "Will-Call" tickets efficiently.</li> <li>Elevate the overall customer experience with enthusiasm and positivity.</li> <li>Promote and sell ticket upgrades to enhance guests' event experience.</li> <li>Assist patrons with any ticket-related inquiries or issues, providing clear and effective solutions.</li> </ul>	<ul> <li>Requirements:</li> <li>Customer Service Training: Accessibility Standards Customer Service Training</li> <li>Flexibility &amp; Energy: Must be able to adapt to a fast-paced environment while maintaining a positive attitude.</li> <li>Independence: Comfortable working with minimal supervision while remaining focused and efficient.</li> <li>Physical Stamina: Ability to sit for extended periods and lift light items as needed.</li> </ul>
<ul> <li>Required Skills:</li> <li>Excellent customer service skills with a friendly and approachable demeanour.</li> <li>Strong attention to detail to ensure accuracy in transactions.</li> <li>Effective communication skills to interact with guests, team members, and others.</li> <li>Strong organizational skills to manage multiple tasks efficiently.</li> <li>Comfortable using computers and handling financial transactions.</li> </ul>	<ul> <li>Assets:</li> <li>Previous customer service experience is a plus.</li> <li>Bilingualism is an asset in connecting with diverse patrons.</li> <li>Familiarity with working in event or festival environments.</li> <li>Experience in handling sales transactions.</li> </ul>

(f) Some positions are privately recruited on this team.



Room to grow - Supervisor positions are available on this team.



NOTE: Additional training is mandatory and will be provided pre-festival

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