



CityFolk

SITE SERVICES

Site Services is responsible for managing pre-festival inventory and purchasing, daily on-site dispatch, delivery, pick-up, providing labour for site set-up, and post-festival inventory and storage.

Duties: <ul style="list-style-type: none">• Work with festival staff to maintain a ready, easily-accessible store of necessary supplies and materials• Ensure required items are delivered to areas in a timely and efficient fashion• Support the pickup, delivery, and return of construction materials and site infrastructure• Support the set-up and teardown of the site infrastructure• Maintain a running tally of quantity and destination of deliveries as well as what is returned	Requirements: <ul style="list-style-type: none">• Must be 18 years of age or over• Accessibility Standards Customer Service Training• Heavy lifting will be required• Must provide and wear closed-toed shoes in order to meet safety guidelines• Willing to work in all types of weather• Comfortable working in an environment where there is physical activity as well as slow periods between peak times
Skills: <ul style="list-style-type: none">• Effective communication skills• Strong customer service skills• Able to multitask efficiently• Excellent interpersonal skills	Assets: <ul style="list-style-type: none">• Forklift certification is an asset, but not mandatory• Willing and comfortable driving a golf cart• Bilingualism• Trade skills (e.g. carpentry, electrical, plumbing, etc.) and/or truck driving experience an asset, but not mandatory