



TheDow
EVENT CENTER



Memorandum

303 Johnson Street, Saginaw, MI, 48607, Phone: (989) 7559-1320, Fax (989) 759-1322

Job Description: Maintenance

Maintenance: Set-up and tear-down all event/team setups, perform building maintenance; set and remove floor chairs for concerts; numerous ad-hoc assignments as required by the event. Forklift driving experience preferred. Conversion crew staff members are in charge of changing the arena floor setup for each event.

Minimum Requirements: Must be able to work with a variety of tools including sockets, wrenches, hammers, drills, impact wrench, Allen wrenches, and screwdrivers. Must speak and read English. Must be physically able to stand, walk, and bend for 6+ hours and to lift 50 lbs. Must be able to work all shifts. Candidates should arrive on time to work for scheduled work shifts; follow directions from lead persons, supervisors, and managers; and check with supervisor prior to clocking out and complete assigned tasks in a timely manner.