



## OPERATIONS DEPARTMENT Job Posting

Camelback Ranch - Glendale, the Spring Training home of the Los Angeles Dodgers and Chicago White Sox, is now accepting applications/resumes for the following position:

**Title:** Stadium Operations Assistant      **Reports to:** Operations Supervisor  
**Status:** Seasonal/Part-Time      **Deadline:** February 1, 2010

The Stadium Operations Assistant will assist with operational matters throughout the facility, including event set-up/tear-down, game day operations and monitoring of contracted work and staffing services.

**Essential Duties and Responsibilities:** include the following. Other duties may be assigned.

- Perform Program Facility Care (“PFC”) tasks throughout the facility such as cleaning, dusting, waxing or polishing floors, walls, windows, restrooms or furnishings.
- Ensure equipment and resources are in place to perform the job efficiently and safely.
- Operate all equipment according to safety and training manuals.
- Monitor and record equipment usage and communicate to supervisor as required.
- Conduct preventative maintenance on equipment as required.
- Restock, supply and maintain inventory of all products, shipped materials and equipment deliveries and move to designated storage area.
- Move equipment and materials from storage to specified location or setup area.
- Load, unload, move or store equipment according to setup or changeover needs per event according to verbal or written instructions, or by following drawings or diagrams.
- Prepare storage areas for next task, setup or changeover prior to scheduled start time.
- Take precautions to secure storage area contents against loss.
- Operate a Cushman/golf cart, hand truck, forklift, carpet machine, scrubber or other heavy equipment.
- Perform other duties as assigned.

**Requirements/Physical Demands:** The physical demands listed below are representative of those that must be met by a team member to successfully perform the essential job functions. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Mechanical skills, working experience in an arena, convention center or stadium strongly preferred.
- Working knowledge of chemical cleaners and disinfectants.
- Working knowledge of custodial equipment including buffers, shampoo machines, vacuum cleaners, extraction cleaners, pressure washing, riding scrubbers, manlifts, etc.
- Familiarity with OSHA requirements, knowledge of security and safety.
- Excellent organizational skills, detail-oriented with ability to multi-task and meet deadlines.
- Ability to climb stairs and lift 50 lbs unaided.
- Ability to work nights, weekends and holidays as required.
- Ability to converse fluently in both English and Spanish strongly preferred.

All offers of employment are contingent upon satisfactory background screening.

**Qualified candidates may submit an application and/or resume and cover letter to [resume@camelbackranchbaseball.com](mailto:resume@camelbackranchbaseball.com) or fax to (623) 877-8582.**