

UAS 1256

Usher

Luckman

Salary: \$8.00 - \$13.00 /hour

Work Schedule: On-call; hours may vary; non-exempt classification.

Position Overview: Under the general supervision of the house manager, the incumbent is responsible for welcoming and accommodating audience members attending performance at the Luckman theaters and gallery. The assignment is an on-call position, hired on an as needed basis.

Typical Essential Functions Duties include:

- Taking tickets from attending audience members
- Seating audience members efficiently
- Ensuring audience safety
- Assisting with pre-show set up of tables and chairs on the Street of the Arts
- Inserting programs and distributing programs as needed
- Passing out Luckman surveys and marketing materials before selected performances as needed
- Assisting with concessions set-up
- Picking-up trash inside the theater auditorium following performances
- Other duties as assigned

Required Qualifications and Experience: The incumbent must have the ability to communicate with the public and direct them in a polite and professional manner is mandatory. Must have the ability to make decisions quickly and stay calm during the pre-show load-in. A background or participation in extracurricular high school activities such as music, drama, and sports is encouraged. The incumbent must be proactive with an understanding of the needs of both the audience and the performers; have the ability to follow directions; and willing to make decisions based on the best information available to them.

APPLICATION:

Review of applications will continue until the position is filled; however, the position may close when an adequate number of qualified applications are received. A completed UAS employment application is required.

<http://www.calstatela.edu/univ/uas/hrmformtemp.php>

You may apply to: uashr@cslanet.calstatela.edu or mail to: Cal State LA University Auxiliary Services Inc., 5151 State University Drive, GE 310, Los Angeles, CA 90032-8534.

UAS hires only those individuals lawfully authorized to work in the United States. Americans with Disabilities (ADA) requested accommodations should be made in advance to the UAS Human Resources Department. UAS is an Affirmative Action/Equal Opportunity Employer.