

## ROLE DESCRIPTION

The **Event Crew** sits within the Operations team and supports the set and de-rig of all events at Alexandra Palace.

Ideal candidates will have experience working as part of team, the ability to carry out manual handling tasks and work well under pressure. Experience working in an events environment and supervisory skills are an advantage.

Work will be offered on an as and when needed basis in line with event operations.

The hourly rate is between **£13.85- £15.45 per hour** depending on skills, experience and licenses.

Applicants must be eligible to work in the UK and hold a clean driver's license.

To apply please send your CV to [recruitment@alexandrapalace.com](mailto:recruitment@alexandrapalace.com)

CVs will be shortlisted on receipt

### Key duties include:

1. Set up infrastructure for events and other functions as required. This can include but is not limited to: chairs, tables, signage, fencing, barriers and staging
2. Break down and de-rig events returning equipment to the correct storage areas
3. Load and unload equipment as directed by the Venue Logistics Manager
4. Set up signage around the site as directed by the Venue Logistics Manager
5. Follow department processes and procedures working safely within standard operating procedures
6. Use tools and machinery as directed e.g. forklift, cherry picker and scissor lift

### **Essential**

- Clean UK driver's license (to drive Gator around site)
- Experience working as part of a team
- Experience working with customers and responding to simple enquiries
- Good command of English language
- Ability to carry out manual handling tasks professionally
- To be physically capable of fulfilling the duties of the role
- Available to work some weekends, bank holidays and anti-social hours

### **Desirable**

- IPAF license (ability to drive forklift)
- MEWPS license (ability to drive cherry picker / scissor lift)
- Experience working in an events environment
- Experience supervising a small team
- Basic understanding of AV equipment