

Ballpark Operations Assistant

Quad Cities River Bandits

Davenport, IA

Salary: Hourly

**Status: Full Time
Internship/Trainee**

Start Date: March 2nd

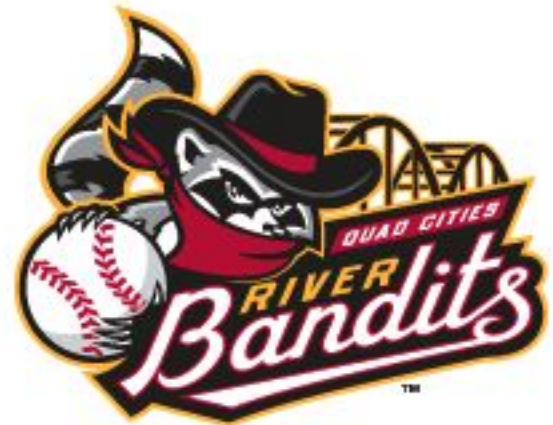
**Submit Your Résumé to:
Seth@RiverBandits.com**

Club Contact:

Tel: (563) 324-3000

209 S. Gaines St.

Davenport, IA 52802



JOB DESCRIPTION:

The Quad Cities River Bandits are looking for a passionate and hardworking individual who is looking to begin a career in Ballpark Operations. Our Ballpark Operations position is designed for someone who wants to gain first-hand experience at managing a Minor League Baseball team. Under the direction of the AGM of Ballpark Operations, the stadium operations assistant will assist with managing cleaning crew which consisting of 10 people, Managing Ushers consisting of 20 people, general maintenance of the stadium, helping the grounds and event crew when needed, and ensuring all group areas are setup correctly. Essential Duties and Responsibilities include the following: DUTIES AND RESPONSIBILITIES - Manage Cleaning Crew -Managing Ushers -Managing Parking Attendants -Maintaining Group areas - Maintaining upkeep of stadium -Helping grounds crew -Assisting with event team when necessary

EXPERIENCE REQUIRED:

QUALIFICATIONS -High level of integrity -Strong negotiating skills -Ability to handle multiple tasks and prioritize goals -Excellent communication skills, both oral and written -Technically proficient with MS Office (Word, Excel, and Access) -Strong analytical skills -Strong team work skills -Ability to work independently and self-motivate -Strong time management and organizational skills -Strong presentation skills -Ability to work in a fast paced environment -Ability to work all 70 home games - Ability to work flexible hours, including evenings, weekend, and holidays -Ability to lift 50 lbs