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UPDATE: Jan 2016

CT - INSTALLER / SITE SUPERVISOR

As a USR Installer / Site Supervisor your primary objective is to execute the services required by the Sales and Project Management Team. These duties will require a thorough understanding of staging, rigging, truss and scaffold erection. You will be the primary onsite contact responsible for client interaction and satisfaction. The ideal candidate will have experience with installation and operation of portable outdoor structures, as well as stage decks and chain hoists in arena, theatrical and ballroom settings. Has or is able to acquire his/her ETCP rigging certification, DOT Health Card, Aerial Lift Operator Certification, OSHA 10 Certificate, and Mobile Stage Operator Certification. This position will require long hours, regional travel, a flexible schedule and mandatory overtime.

Duties will include:

- Maintain clean driving record and valid driver's license
- Available for weekend & off-hours work as necessary
- Supervise site crews including: union, non-union, and customer supplied labor
- Maintain site crew paperwork as needed; adhere to appropriate break schedules
- General warehouse maintenance and upkeep
- Pulling and packing outgoing orders
- Assist with loading and unloading of trucks and customer vehicles
- Receiving, checking in, and putting away rental returns
- Maintain accurate pick list paperwork including missing items and non-USR equipment
- Assist with accurate inventory of equipment; report damaged equipment in need of repair
- General maintenance and basic repair of rental equipment
- Ongoing professional improvement
- Other duties as assigned

Standard warehouse hours are M-F 8:00am-5:00pm with a 60 minute lunch, although work/driving times outside of these hours will be required.

Compensation: This is a non-exempt (hourly position) D.O.E.

A detail of benefits is outlined in the employee manual. Standard benefits include, 100% health benefits, life insurance for the Employee, 401K Savings Plan, Bereavement Leave, Dental Insurance, 11 Paid Holidays, 3 Personal Days Off per year, 5 Sick days per year, Vacation Benefits

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Production Management • Staging & Rigging Services • Sales, Rentals, Installations
250 Fifth Street • Bridgeport, CT 06607 • Phone (203) 416-5380 • Fax (203) 416-5387

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Educational Requirements & Additional Skills:

College/Trade School degree preferred

2-4 years in equivalent position preferred

Be able to lift 75 lbs. repeatedly throughout the day

Be of good character, good work ethics and a self-starter

Meticulous organizational skills

Be able to multitask effectively and efficiently

Ability to receive direction from General Manager and work well with all staff

Microsoft Word, Excel, Outlook, Internet Explorer, Smart Phone proficient

Sufficient typing skill; 40+WPM

Vectorworks or AutoCAD skills a plus; or willing to learn

Include a resume, salary history, and cover letter describing why you are the best candidate for this position.

Email Todd McDonald tmcdonald@unitedstaging.com (No phone calls please).

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