
FESTIVAL CINEMA FLOOR STAFF Job Description

SIFF's mission is to create experiences that bring people together to discover extraordinary films from around the world. It is through the art of cinema that we foster a community that is more informed, aware, and alive.

OVERVIEW AND IMPACT:

Reporting to the Cinema Manager and Leadership Team, **Festival Cinema Floor Staff** is responsible for ensuring excellent service and professional courtesy to internal and external customers during the 2017 Seattle International Film Festival.

PRIMARY DUTIES & RESPONSIBILITIES:

- Provide excellent customer service and professional courtesy to internal and external customers
- Sell beer, wine, popcorn, soda, and other items in concession stand
- Open/Close box office and concession stand
- Receive deliveries and restock concession items when needed
- Maintain concession area (including popcorn, soda, and espresso machines), lobby and theaters
- Assist with event set-up and breakdown, when needed
- Assist in nightly changes to marquees and poster cases
- Communicate facilities issues and customer concerns to the leadership team
- Keep current on SIFF programming, series and programs, events, and schedules
- Represent SIFF, SIFF Cinema and the Seattle International Film Festival

QUALIFICATIONS:

- Superior customer service skills
- Excellent cash handling skills
- Ability to multitask and think on your feet
- High comfort level with computers and POS systems
- Enjoy working in a face-paced, customer focused environment
- Self-motivated as well as an excellent team-player
- Ability to work a flexible schedule consisting of nights, weekends, and holidays
- Strong communication skills
- Current Food Handler's Card obtained in WA state
- Current WA Class 12 Mixologist Permit
- Must be 21+
- Passion for film a plus

DATES OF EMPLOYMENT:

- April 15, 2017 – June 11, 2017

TO APPLY:

Email letter of interest and resume to siffjobs@siff.net indicating **Festival Cinema Floor Staff** in the subject line.

SIFF is an equal opportunity employer. We seek to hire candidates that reflect the cultural diversity of our community. We believe every employee has the right to work in an environment free from unlawful discrimination as is consistent with our commitment to diversity, respect, and inclusion. Consistent with applicable federal, state, and local laws, SIFF provides all employees and applicants with equal opportunity in all aspects of the employment relationship.