



Title: **Banquet Set-Up Houseman (Part Time)**
USA – FLA – Fort Lauderdale Area

Contact: **Signature Grand**
deannamccutcheon@thesignaturegrand.com

Address: 6900 State Road 84, Davie, FL 33317

Job Level:

Education:

Compensation:

Description: Signature Grand is growing and progressive. We are seeking a **Banquet Set-Up Houseman** to add to our team at this venue known to host some of South Florida’s most prestigious events. This esteemed position includes working with Broward’s most prominent community leaders, as well as, internal associates who possess the highest caliber of professionalism and talent.

Signature Grand, known for Elegant Weddings and Grand Social Occasions, hosts groups up to 2,000 in its 100,000 sq. ft., Mediterranean Mansion. Conveniently located in Central Broward County on the I-595 Express, Signature Grand proudly welcomes clients from the greater South Florida tri-county region, the nation and the globe.

Description

Working in a team environment to setup and breakdown event equipment and maintenance of event space. Must possess a professional demeanor and enthusiastic work ethic.

Responsibilities

- Set up and break down event space as directed
- Ability to move event equipment and supplies in a safe and efficient manner
- Able to set event equipment and supplies
- Maintains and cleans the event space areas

- Able to take direction relating to work assignments
- Maintains event equipment and storage areas
- Ensures cleanliness and organization of work areas
- Takes immediate action to report and resolve unsafe/hazardous working conditions
- Organize and maintain equipment in storage areas
- Able to serve clients and guests needs immediately as directed
- Able to arrive on time for the work-shift in full uniform and with your name badge
- Must arrive at work with a groomed appearance and personal hygiene
- Maintains a professional behavioral demeanor
- Able to work in a team environment
- Promotes a professional, attentive and courteous demeanor to clients and guests
- Performs all duties as assigned

Requirements:

- Ability to comply with Company policies and procedures
- Able to take direction and complete assignments in an efficient manner
- Attendance in training meetings
- Must conform with the Company's standards
- Able to take direction and work in a team
- Must be able to work flexible hours, including nights, weekends and holidays
- Ability to set up and break down rooms with event equipment
- Ability to maintain clean work, event space and guest areas
- Able to promote a professional and courteous demeanor

Please forward your resume in confidence to: DeAnna McCutcheon

Email: deannamccutcheon@thesignaturegrand.com

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