

DETROIT SYMPHONY ORCHESTRA

JOB DESCRIPTION

Classification: EVS TECHNICIAN
Department: Facility Operations
Last Revision Date: 3-17-21
FLSA Status: Non-exempt
FULL-TIME POSITION

General Description:

Performs general EVS/Housekeeping and other assigned labor tasks related to the operation and upkeep of The Max M. Fisher Music Center. Cleans and maintains buildings/facilities. Is knowledgeable in the procedures and safety measures in these areas. Relies on instructions, pre-established guidelines, experience and judgment to perform the required functions of the job. Performs a variety of tasks related to the upkeep of the overall venue.

Specific Responsibilities:

- Empties trash receptacles, replaces liners, and cleans receptacles in restrooms, offices, lounges, and other public areas.
- Cleans restrooms, including counter tops, sinks, urinals, mirrors, light fixtures and toilets. Replenishes paper supplies (towels, etc.) in restrooms as needed.
- Cleans counter tops, mirrors, light fixtures and walls as needed throughout the center and Lobby areas. Cleans all windows, ledges, moldings, frames and furniture throughout the center as, needed.
- Vacuums, dusts and wet mops all floor spaces throughout theater, all public areas and offices. Cleans carpets in all areas of the Hall as assigned. Dusts seats throughout theater and clean seats assigned.
- Picks-up trash around exterior of building. Removes weeds and debris from grounds, sidewalks, parking lots and other related properties of the Max.
- Stocks, cleans and inventories supply storage areas.
- As scheduled by the EVS Supervisor, provides EVS support to Front of House management during DSO Performances and 3rd Party rental concerts and other activities. Sets up equipment/furnishings for special front-of-house functions.
- Performs other duties and projects assigned.

Work Schedule:

Hours may be assigned using any combination of week and weekend hours (morning, afternoons, evenings and night time hours). Overtime will be required periodically, including evening show assignments, as scheduled.

Position Qualifications:

High School graduate or G.E.D, or equivalent combination of education and experience.
Minimum 3 years EVS/Housekeeping experience within a commercial, public performing arts, educational or healthcare setting.

Primary Reporting Responsibility: EVS Supervisor/Department Director