



## Event Specialist

Race Day Events, headquartered in Fitchburg, WI has an immediate employment opportunity available for Event Support. Race Day Events is a leading event production company which specializes in running and multisport events. Race Day provides equipment and services to many events within Wisconsin and the Midwest and is a fast-growing company currently expanding nationally. Race Day is an equal-opportunity employer.

The Event Labor delivers, sets up and tears down equipment for running races, triathlons, and other events.

Responsibilities include but are not limited to:

- Loading and unloading equipment.
- Setting up event equipment such as crowd control fence, cones, signs, tents, and tables.
- Assisting the customer (i.e. owner of the event) and participants in any capacity needed.
- Assisting in administrative duties such as registration.
- Working above and beyond the task's requirement to ensure a successful event.

Position requirements:

- Able to work weekdays and/or weekends.
- Able to work early mornings.
- Able to perform tasks which include pushing, pulling, grasping and lifting up to 50 pounds
- Able to travel as required (overnights are optional although ability to go overnight is a plus).
- Able to work in a fast paced and changing environment.
- Able to communicate with a wide variety of people.
- Willing to work outside in all types of weather and be prepared for the elements.
- Willing to work a minimum of 6 events per calendar year.
- Willing to work in a variety of settings.
- Willing to be flexible to changes in work flow.
- Willing to assist any capacity as needed.
- Valid driver's license with a clean driving record.
- Willing and able to drive a box truck and vehicles with trailers
- Must be self-motivated, seek out work to do, and able to work with minimal supervision.
- Access to a computer/internet to request jobs, receive event worksheets, and report hours.
- Experience as an athlete or a volunteer is a plus.

Please e-mail cover letter and resume to Race Day Events: [work@racedayeventsllc.com](mailto:work@racedayeventsllc.com)