



Plaza Attendant

Position Overview: Attendants are motivated, driven, team-oriented, and energetic individuals. They strive every day to make sure the Essentia Health Plaza is presentable and visually attractive for anyone who comes to experience the space. Attendants are the frontline team members who represent West Fargo Events and The Lights keeping an eye out for public safety on the city plaza. Attendants provide a clean space outdoors as well as indoors for the community to utilize and enjoy. They communicate with the community about what West Fargo Events does and how the public can support the Essentia Health Plaza, POW/MIA Plaza, and the West Fargo Sports Arena.

Hours Include: Evenings, weekends, and some holidays. Part-time hours, with an approximate 10-20 hours a week minimum.

Knowledge, Skills, and Abilities

- Effective team player who works cooperatively with others and shares ideas
- Motivated to deliver high performance and continually develop and improve
- Positive attitude towards coworkers and customers
- Understands and commits to roles, responsibilities, and delivery of organizational objectives
- Enthusiasm and commitment to providing excellent customer service
- An ability to complete position responsibilities in a timely manner
- Self-awareness and motivation to improve within the position
- Ability to work with a diverse range of people with unique ideas and perspectives
- Leadership, ownership, and responsibility for position duties
- Ability to motivate team members while providing customer-focused responses

Position Responsibilities

- Keep facility clean and presentable (indoor and outdoor)
- Answer questions to the best of knowledge or relay message to whom it concerns
- Communicate with visitors who we are, what we do and opportunities for involvement
- Acknowledge any disrespect to the city property (vandalism, inappropriate behavior)
- Self-motivated to help achieve team goals and responsibilities
- Over-achieve, find new tasks that demonstrate their value within WFE and The Lights
- Ask questions
- Communicate suggestions/concerns
- Treat team members with respect
- Responsible for opening and closing facility
- Assist with events during scheduled shift
- Taking part on the event staff team during large events

Application For Employment

Submit Application to:
Ashley Egger
Staffing Manager
Ashley@WestFargoEvents.com



Personal Information

Name

Address	City	State	Zip
---------	------	-------	-----

Phone number	Email address
--------------	---------------

Are you legally eligible to work in the US? Yes <input type="checkbox"/> No <input type="checkbox"/>	Are you a veteran? Yes <input type="checkbox"/> No <input type="checkbox"/>
---	--

If selected for employment are you willing to submit to a background check?

Yes No

Position

Position you are applying for	Available start date	Desired pay
-------------------------------	----------------------	-------------

Employment desired

Full time Part time Seasonal/Temporary

Education

School name	Location	Years attended	Degree received	Major

References (business and professional only)

Name	Title	Company	Phone

Employment History

Employer (1)	Job title		Dates employed
Work phone	Starting pay rate		Ending pay rate
Address	City	State	Zip
Employer (2)	Job title		Dates employed
Work phone	Starting pay rate		Ending pay rate
Address	City	State	Zip
Employer (3)	Job title		Dates employed
Work phone	Starting pay rate		Ending pay rate
Address	City	State	Zip
Employer (4)	Job Title		Dates employed
Work phone	Starting pay rate		Ending pay rate
Address	City	State	Zip
Employer (5)	Job title		Dates employed
Work phone	Starting pay rate		Ending pay rate
Address	City	State	Zip

Signature Disclaimer

I certify that my answers are true and complete to the best of my knowledge.
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my employment being terminated.

Name (please print)	Signature
Date	