

## **Events Set-Up Attendant**

The Loveless Cafe is a popular restaurant with an abundant amount of history and a wonderful reputation in the Nashville area. Excellent benefits such as Medical, Dental, Vision, Life Insurance, supplemental insurances, matched 401(k)/ROTH, Student Loan Payment assistance, and PTO are available for eligible employees beginning as early as 60 days. Promoting from within the company is encouraged and practiced regularly.

The Loveless Barn is Nashville's most versatile event venue and is seeking a Set-Up Team Member to start immediately.

### **Job Objective:**

Assist the Operations Department and Events & Operations Assistant with all event set ups, cleaning of the facility and maintenance of all storage areas.

### **Essential Functions:**

- Moving tables, chairs and equipment to and from storage areas to set the room per the floor plan suggests for all events in the space
- Load and unpack van and all catering equipment for events that are off-site
- Cleaning and maintaining cleanliness for all areas which include but are not limited to the Harpeth Room and its restrooms, the Loveless Barn, restrooms and all areas as well as surrounding areas of the private event space
- Assist servers with pre-event movement such as setting proper catering equipment, trash cans, stage equipment, etc.
- Follow floor plan, banquet event order and set up note guidelines for each event
- Heavy lifting (repetitive and often)
- Some outdoor work required regardless of season
- Some assistance with Back of House chefs, dishwashers and servers
- Basic interaction with guests of property and customers of Loveless Events
- Reports directly to Operations and Venue Manager as well as Events Manager

### **Position Type/Expected Hours of Work:**

This is a part-time position. This position requires all weekends, some nights and some holidays.

### **Job Skills:**

- Ability to read and follow directions
- Good focus skills
- Perform quality work with or without direct supervision
- Must adhere to health and safety regulations
- Ability to communicate clearly with managers, front of house, kitchen and serving staff
- Interact professionally with employees, customers and vendors
- Work effectively as a team contributor on all assignments

### **Additional Eligibility Qualifications:**

- Must have reliable transportation to and from work
- Must have availability to work a changing schedule, including nights, holidays and weekends

If you are seeking a career with a great company that offers growth potential and are interested in this position, please respond with a little information about yourself along with your contact information.

*The Loveless Cafe GP is an equal-opportunity employer and is committed to hiring and maintaining a capable and committed workforce. EOE/M/F/D/V*