



INVENTORY CONTROL

Do you have a mind like a steel trap? Are you efficient and punctual? If you're 18 years of age or older, join our Inventory Control team and help keep the festival running in tip-top shape by managing & delivering supplies to areas in need.

Inventory Control (I.C.) maintains and supplies all materials required by festival staff. This area is responsible for managing pre-festival inventory and purchasing, daily on-site dispatch, delivery, pick-up and post-festival inventory and storage. This is a great opportunity to practice and strengthen your leadership skills because our leadership positions in this area are staffed from within.

Requirements:

- must be 18 years of age or over
- Accessibility Standards Customer Service Training
- this position requires individuals to be flexible, energetic, responsible & mature
- must work efficiently, either individually or in a small team, with or without supervision
- the success of volunteers in this position depends on their ability to follow very specific instructions
- as most duties are conducted away from direct supervision, a volunteer's good judgment is an essential part of the success of their team
- must wear non-slip, closed-toe shoes (e.g. runners)
- must be flexible in order to handle both fast pace with concentrated bursts of physical activity, or slow periods between peak times
- willing to work in all types of weather
- heavy lifting will be required


Skills:

- effective communication skills
- strong customer service skills
- able to multi-task efficiently
- excellent interpersonal skills



FOR CAGE STAFF

<p>Duties:</p> <ul style="list-style-type: none">• conduct pre-festival inventory• set up inventory area & unpack supplies• deliver products as requested by areas during the festival, either in an ad-hoc manner, or on a pre-defined schedule• work with festival staff to maintain a ready, easily-accessible store of necessary supplies & materials• ensure required items are delivered to areas in a timely & efficient fashion maintain a running tally of inventory, including destination, amount of product being delivered, and what is being returned• pick up extra supplies & materials from other areas• pack supplies & inventory and tear down inventory area• post-festival inventory & storage	<p>Assets:</p> <ul style="list-style-type: none">• forklift certification• valid driver's license
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 Room to grow - Supervisor positions are available on this team.