

INDIANAPOLIS MOTOR SPEEDWAY
POSITION DESCRIPTION

POSITION TITLE: Beverage Catering Utility Personnel

DEPARTMENT: Food & Beverage

REPORT TO: Beverage Catering Supervisor

POSITION LOCATION: Various locations on IMS grounds

FLSA STATUS: Non-Exempt, Seasonal

SPECIFIC DUTIES:

With the assistance of the Beverage Catering Supervisor and Inventory Foreman, responsibilities include, but are not limited to:

Punctual Attendance.

Upholding the level of service expected by the Indianapolis Motor Speedway.

Adherence to prescribed dress code.

Assist in warehouse set up and product transfers.

Evening delivery of product.

Assist in distribution of equipment.

Assist zone leaders in set up and restock of all special events, hospitality rooms, and tent locations.

Help the Inventory Foreman maintain an organized and clean warehouse. Stock and arrange product as it is received based on IMS guidelines.

Ensure the proper use and upkeep of company equipment.

Post-event product returns and equipment cleanup.

QUALIFICATIONS:

18 years of age or older.

Must have a valid driver's license.

Rev 3/08
Beverage Catering Utility Personnel

Ability to lift up to 50 lbs.

Ability to work in an outdoor environment in various weather conditions.

Enthusiasm for and commitment to the company and the Vision, Mission, and Values.

Effective communication skills, time management, and detail oriented.

Goal oriented a must.

Knowledge of the Motorsport Entertainment World, the Legacy of the Hulman Family,

IMS Events and other related activities of the company are a plus, but not required.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

TIMEFRAME:

May through August. Must be able to work all event weekends and overtime.