

**EVENT STAFF
SUBCONTRACT WEEKEND POSITION
\$10-\$20 PER HOUR**

The Company: Auction & Event Solutions is a service provider to the non-profit community. AES conducts and manages auction fundraising events in conjunction with non-profit organizations. AES provides touch screen technology solutions for silent and live auction fundraisers as well as performs event night management of tasks such as patron check in, check out, financial reconciliation and other event night/day related tasks.

Visit our interactive demonstration link at <http://www.aesauctions.com/demo/index.html>

General Summary of Duties: AES is looking for individuals to work mostly Friday and Saturdays from noon until midnight installing temporary networks in local hotels and venues to support computerized auction fundraising for our clients. Candidates must be at least 18 years old, have a valid driver's license and a reliable form of transportation. Before the event starts, candidates will be installing cable, switches and hubs as well as Windows based tablet PCs during the day on Fridays or Saturdays. During the event candidates will be helping register and check in guests, monitoring the environment, helping guests of the event bid, cashiering guests after the auction and then removing the installed equipment from the facility. Candidates should be in good physical condition and be able to lift up to 20 pounds. Ideal candidates should have good customer service skills and having a rudimentary understanding of wired and wireless computer networking is desired but not required.

Job Qualification

Successful candidates must at least have a high school or equivalent education. Candidates must be polite and people friendly and will be required to work under and with other professionals. AES will provide paid training to successful candidates

Personal Skills

- Excellent communications skills
- Ability to work in fast paced high stress environment
- Neat and professional appearance
- Professional attitude and excellent working under upper management

Hardware Knowledge (preferred but not required)

- Network switches (Netgear switches and access points)
- Wireless network access points
- Cat6 infrastructure and general small area network experience

Software Knowledge

- Internal software (training provided)

Interested candidates may submit resumes to chris@esauctions.com or call 949.202.5619 for more information.