

PARAGON CASINO RESORT

Job Description

SOUND & LIGHT COORDINATOR

Department:	Marketing	Reports to:	Director Entertainment Ops.
Job Code:	COR07	License:	Non-Gaming
Position Code:	COR014	Costing:	400 4000 4002
Pay Grade:	E8	Date:	
EEO-1 Code:	3		

SUMMARY:

Responsible for coordinating, maintaining, and operating all audio and visual systems in Entertainment venues, to enhance productions and ensure optimum guest satisfaction.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

- Operates audio and video systems in entertainment venues.
- Coordinates the initial audio and video setup of the show.
- Regularly inspects technical equipment to verify that it is in safe operating condition.
- Monitors all audio and video systems during performances.
- Designs new systems as called for.
- Consults with other entertainment technicians to solve general problems and specific electronic and show control systems.
- Serves as a production liaison between entertainment department and Production Company.

Paragon Casino Resort requires all Associates to consistently:

- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.
- Exceed Guests expectations with quality and friendly service.
- Treat all Associates and Guests with respect, dignity, integrity and sensitivity.
- Provide a safe working environment by complying with safety rules and reporting potential hazards.
- Comply with company performance standards and departmental policy and practices.
- Demonstrate pride and professionalism for the property, its goals and the Associate Pledge.
- Support training and development for all Associates.
- Communicate and share ideas, concerns and explain “Why” behind decisions.
- Maintain a consistent, regular attendance record.

REQUISITE QUALIFICATIONS:

The requisite qualifications listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential

functions.

Education and/or Experience: High school diploma or general education degree (GED) required. Technical background in stage sound systems or related electronics area required.

Qualifications: Must be familiar with and able to properly operate audio mixing consoles, computer control systems equalizers, compressors, gates, digital processors, frequency dividers, audio processors and tape machines.

Must apply for, be granted and retain a valid Tribal Gaming License during their employment with Paragon Casino Resort. Must have understanding of and abide by all regulations as stated in the Tribal-State Compact.

Language Skills: Ability to read, analyze, and interpret technical instructions and journals.

Mathematical Skills: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

Reasoning Ability: Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to apply commonsense reasoning to a variety of situations.

Physical Demands: The physical demands described here are representatives of those that must be met by an Associate to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties, the Associate is regularly required to talk or hear. The Associate is also regularly required to stand; walk; sit; and use hands to finger, handle, or feel objects, tools or controls. The Associate is occasionally required to reach with hands and arms, and to sit; climb or balance; and stoop, kneel, crouch or crawl.

The Associate is regularly required to lift and/or move up to seventy-five (75) pounds.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

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

The Associate is regularly exposed to the danger of electrical shock.

The noise level in the work environment is usually moderate. During entertainment events, the noise level increases to loud. The casino environment is usually smoky.