



**Usher**

**\$14.00 - \$17.02 hourly**

**(Part-Time/Non Benefited Position)**

**\* Continuous Recruitment \***

**The Opportunity:**

The City of San Gabriel’s Mission Playhouse is recruiting for Ushers. This is an excellent opportunity for someone seeking part-time work with a community theater. Ushers are expected to have strong customer service skills, effective communication skills, and the ability to work with the public in a fast-paced, team-driven environment.

**Position Summary:**

Under general supervision of the Senior Usher Team, Ushers help create an enjoyable experience for patrons who may be attending theatrical, musical, or dance performances at the San Gabriel Mission Playhouse. Responsibilities include collecting box office tickets, advising patrons of program activities, directing cars parking on City-owned parking lots, selling parking passes to patrons, and performing other duties as assigned. Usher staff will often be the first point of contact with patrons and as such, candidates will need to be friendly, enthusiastic, and eager to assist patrons from all walks of life. Candidates are required to work a flexible schedule, including some evenings and weekends.

**Minimum Qualifications:**

Although other combinations may be considered, a typical way to obtain the knowledge, skills, and abilities would be college coursework and previous experience working a live event or in a theater box office. Possession and maintenance of a Class C California Driver’s License and satisfactory driving record are also required.

**PARS Requirement:**

Part-Time Employees are required to participate in the Public Retirement Services (PARS) in lieu of Social Security.

**Bilingual Pay:** Upon approval from the Department Head, bilingual pay of \$.58 per hour is available to employees who work a minimum of 20 hours per week and must be able to utilize and pass a proficiency examination in one or more of the following languages Cantonese, Mandarin, Vietnamese, or Spanish.

**Application Procedure:**

To apply, please visit [jobs.sangabrielcity.com](http://jobs.sangabrielcity.com). **Applications will be accepted on a continuous basis.** *Faxed, emailed, or hard copies of applications and/or resumes are not accepted.*

The provisions of this bulletin do not constitute an expressed or implied contract. Any provisions contained in this bulletin may be modified or revoked without notice. Applicants with legal disabilities, who require special testing accommodations, must contact the City of San Gabriel Human Resources Department at least five (5) days prior to the examination date.

All qualified candidates are encouraged to apply; the City of San Gabriel is an Equal Opportunity Employer.

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Tất cả ứng cử viên hội đủ điều kiện nên nộp đơn. Thành Phố San Gabriel là một sở làm có tôn chỉ tạo cơ hội bình đẳng.  
La ciudad de San Gabriel ofrece la igualdad de oportunidades en el empleo, apoyamos a los candidatos calificados a aplicar.

**HUMAN RESOURCES DEPARTMENT**