

# BERBANK EVENTS

## RENTALS & DESIGN

# Delivery & Event Set-Up Associate

### Job Description

Berbank Events is a full service event rental & design company serving the Up-state of SC. We are looking for a skilled individual to join our fast-paced event team. Berbank specializes in event rentals, lighting, draping, plants and equipment used in creating special events.

We're looking for a heavy lifting, energized, detail oriented, well organized problem solver with a professional demeanor, able to communicate effectively with managers and team members. Candidate must have flexibility with work schedules that may include early morning hours and weekends with occasional late nights.

### Responsibilities

*What you will do:*

- Making deliveries in a 14-24ft truck to corporate and residential clients.
- Setting up and breaking down equipment
- Setting up and breaking down events

Our Delivery and Event Set Up staff are responsible for providing excellent professional customer service, on-time deliveries and working as part of a team to ensure that our events are handled professionally from start to finish. Our delivery and event staff work closely with our sales staff to make sure our equipment is handled properly and orders are completed correctly. Attention to detail and good communication are required. T

### Requirements

- Current SC license and able to Provide Clean Driving Record from DMV
- Ability to lift up to 50 lbs & push up to 200 lbs (with assistance)
- Ability to work with basic hand tools and small power tools (in the case of DIY projects and small fixes)
- Fluent in English - bilingual in Spanish is a plus
- Available to work evenings and weekends
- Must have reliable transportation to and from work

### Required license or certification:

- SC License with Clean Driving Record

*Please email your resume to [info@berbank.com](mailto:info@berbank.com) with the subject line "Delivery"*

### Employment Type

Part Time

### Job Function

Event Set Up  
Event Strike  
Driver  
Delivery  
Warehouse

### Salary

\$12.00/hour