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## **NOW HIRING!!!**

### **BOX OFFICE TICKET SELLERS – Part Time**

Thank you for your interest in working at BB&T Arena. Our business is event based and labor needs vary widely from week to week and event to event. For this reason, all of our part time positions are “as needed” and we cannot offer employees consistent schedules or a guaranteed number of hours per week.

**PLEASE NOTE: This position is required to pass a credit & background check.**

### **POSITION SUMMARY:**

BB&T Arena is looking for Part Time Box Office Ticket Sellers. Responsibilities include but are not limited to the following:

- Assist customers by selling Ticketmaster tickets or rolled tickets.
- Assist customers with Will Call tickets for events.
- Accept payment and make change before giving tickets to customer.
- Provide accurate answers concerning events, tickets and schedules of upcoming events in person or on the telephone.
- Ability to deal tactfully, helpfully and professionally with the public to provide event information and accurately complete ticket transactions.
- Balances cash and receipt drawer with manager at the end of each shift.
- Must be able to work flexible hours including days, evenings, weekends and/or holidays – event by event basis.

### **QUALIFICATIONS:**

- High school diploma or GED required.
- Proven customer service experience.
- Proven cashiering experience.
- Proven computer experience.
- Ability to effectively communicate and solve problems quickly.

For job consideration and online submission, please visit our website [www.thebbtarena.com](http://www.thebbtarena.com), click **ARENA INFO** and choose **Employment Opportunities** and click on the **Application** button.

**NOTE:** *Only applicants that apply through our online portal will be considered.*

### **Recruiter:**

Tammy Fryman  
HR Mgr./Executive Assistant  
500 Nunn Drive  
Highland Heights, KY 41099  
[hr@thebbtarena.com](mailto:hr@thebbtarena.com)  
Ph: 859/292-2886  
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Applicants that need reasonable accommodations to complete the application process may contact Tammy Fryman directly at 859-292-2886.

**ASM Global is an Equal Opportunity/Affirmative Action employer, and encourages Women, Minorities, Individuals with Disabilities, and protected Veterans to apply. VEVRAA Federal Contractor.**