

# **JOB OPENING**

## **CITY OF FARMINGTON**

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### **JOB POSITION #12: COSTUMER**

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**NUMBER OF VACANCIES: 1**

**DEPARTMENT: PR&CA**

**WORK LOCATION: Sandstone Productions**

**HIRING RANGE: \$14.00/hour**

**PAY CLASS: Seasonal**

**DAYS WORKED: Varied**

**HOURS WORKED: Varied**

**TYPE OF POSITION: Seasonal, Part-Time**

**APPLICATIONS WILL BE RECEIVED UNTIL: Until Filled**

**First Review of Applications: Wednesday, March 10, 2010**

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### **JOB DUTIES**

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***Resumes submitted without a City of Farmington application  
will not be considered in our job selection process***

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#### ESSENTIAL DUTIES:

Using excellent customer service skills, establishes and maintains effective working relationships with other employees, officials, and all members of the general public. Keeps regular inventory of all costumes and accessories owned by the production company.

Design, construction and/or purchase of any costumes needed for the season, as deemed necessary by the director.

Inventories and assesses all costumes owned by the production company, arranges fittings for cast members and chooses appropriate costumes and jewelry for each.

Trains assistants to successfully carry out their duties.

Assists with the selection of makeup and hairstyles for all actors.

Stresses the importance of maintaining the continuity of the show by wearing the full and correct costume at all performances.

Returns at the end of the season to help with inventory and costume storage.

At all times fosters positive attitudes among actors and production crew staff.

Assists with the fittings for all cast members and selection of appropriate costumes and jewelry.

Ensures that the continuity of the show is maintained by making sure actors wear correct costumes at all performances.

Attendance at work is an essential function of this position.

#### NON-ESSENTIAL DUTIES:

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the person.

## QUALIFICATIONS

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This position is subject to the City of Farmington's Drug and Alcohol Free Workplace Program. This includes, pre-employment testing, post-accident testing, reasonable suspicion testing, return to duty testing, and follow-up testing.

**Must be 16 years of age or older at time of employment.**

**Extensive background checks required.**

Ability to work courteously with the public and with co-workers.

Ability to learn to use basic clothing cleaning materials.

Must be able to keep costume shop clean.

Willingness and ability to understand and implement provided training.

### PHYSICAL DEMANDS:

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

The employee may frequently lift and/or move up to 50 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:

While performing the duties of this job, the employee occasionally works near moving mechanical parts and frequently works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions and lightning.

Works outside in all types of weather conditions. Extensive walking, and occasional running, throughout the rugged terrain of the six acre complex will be required.

The noise level in the work environment is moderate to loud.

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WE ARE AN EQUAL OPPORTUNITY EMPLOYER, M/F.