



EVENT OPERATIONS MANAGER- AREA15 LAS VEGAS

JOB OVERVIEW:

AREA15 is looking for an Operations Manager with considerable experience and a proven track record of setting and meeting ambitious goals in the entertainment and event industries.

The Operations Manager will be expected to:

- Possess the ability to allocate both human and material resources efficiently, see the bigger picture as well as the finer details in a systematic organized approach to work.
- Exhibit exceptional communication and interpersonal skills, dealing with many types of people at all levels in a direct diplomatic way. An understanding of customer/client requirements is also necessary.
- Be proficient in business planning software, including Excel, to build financial projections and reports in a timely manner.
- Demonstrate strong leadership skills, including effective time management; prioritizing and delegation abilities are required.
- Always seek to improve best practice. The ability to introduce new concepts and innovations while thinking creatively is encouraged.

RESPONSIBILITIES AND DUTIES:

- Works with Managing Director of Entertainment and Events to oversee all physical event logistics for AREA15.
- Liaises with General Manager and AREA15 Property Management to oversee inventory, distribution of goods, facility maintenance, supply orders, hiring and managing cleaning service staff, etc. of AREA15 and its Marketing & Leasing Center
- Develops and adheres to operations budget. Able to clearly report financials to Managing Director of Entertainment and Events, General Manager and AREA15 executives at regular intervals and upon request.
- Manages the Food & Beverage Manager, Production Manager, Security Manager and other operational team members. Assists in securing support services and hiring new talent as needed to correspond with specific duties and skill sets within these departments.
- Works with tenants and partners to ensure efficient supply and staff management



- Improves the existing policies and procedures for vendor management.
- Communicate with legal counsel, HR, health & safety advisor(s) and various regulatory bodies to ensure all processes remain compliant with OSHA and other governmental regulations in liquor licensing, planning and fire departments
- Researching new technologies and alternative methods of efficiency

QUALIFICATIONS:

- Bachelor's degree from an accredited college or university, preferably in Business Administration, Accounting or equivalent combination of education, training and experience will be considered.
- 5+ years operations experience in events, entertainment, food & beverage or related industry
- Working knowledge of Microsoft Office suite (particularly Excel), experience with HubSpot a plus
- Refined ability to delegate responsibilities and provide leadership and training to key personnel
- Advanced written and verbal communication skills in English (bilingual/Spanish a plus)
- Possession of key competencies, including conflict management, business negotiation, organization and decision-making
- Must be willing to work in the evenings and weekends
- Must have authorization to work in the United States

SALARY:

Commensurate with experience. Personal factors such as your demonstrated hard and soft skills, level of education, history in the sector or industry, and relevant work experience will all be evaluated.



ABOUT AREA15:

AREA15 is a wholly re-imagined world weaving together immersive experiences, themed events, art installations, restaurants, bars, and nightlife. Opening in late 2019, the complex will appeal to a variety of clientele, including gamers, comic-con and sci-fi enthusiasts, artists, music and festival lovers, and anyone simply looking for an immersive and unique experience. AREA15 is a development project led by a joint venture between real estate development firm Fisher Brothers and creative agency Beneville Studios, both of New York. The complex offers up to 126,000 square feet of customized tenant space for a curated collection of experiential and retail businesses, 68,000 square feet of leasable ground floor space, and up to 58,000 square feet of mezzanine space. A 40,000-square-foot indoor and outdoor event space—ideally suited for live music, festivals, corporate events, e-sport tournaments and much more—will be adjacent to the retail and dining options. Complementing the retail and event space is the interconnected "Spine," a destination unto itself as an immersive bazaar and promenade that ties all of the tenants together.

TO APPLY, SEND COVER LETTER AND RESUME WITH "EVENT OPERATIONS MANAGER" IN THE SUBJECT LINE TO CAREERS@AREA15.COM

AREA15 is an equal opportunity employer and values diversity. We are committed to complying with all federal, state and local laws providing equal opportunities and all other employment laws and regulations.