

CITY OF LOS ANGELES CIVIL SERVICE COMMISSION

DUTIES STATEMENT

06/26/03

THEATER ATTENDANT, CODE 0709

Theater Attendants assist in the production of theatrical music, drama, and dance performances at the Los Angeles Theater Center and other Department of Cultural Affairs venues.

Theater Attendants perform a variety of duties such as collecting box office admission tickets, ushering, working concessions, staffing the Will Call office, advising patrons of program activities, and does related work.

Theater Attendants receive assignments in the form of detailed written or verbal orders according to established procedures. Theater Attendants may serve as crew leaders for other Theater Attendants. Performing Arts Program Coordinators provide overall supervision and instruction.

Theater Attendants may be used in connection with grant funded, fee supported, or other revenue programs. Normally, employment as a Theater Attendants is on a part-time, as needed basis, pursuant to City Charter Section 1001.(d). Examinations will not be conducted for these classes.

Minimum Requirements: Some positions in this class may require a valid California driver's license.