

# RACE DAY EVENTS



## JOB OPENING: RACE TIMER/SCORER

Race Day Events has an immediate employment opportunity available for a professional, part-time **Race Timer/Scorer**. As a leader in event production and endurance sport timing. Race Day Events works with over 325 events per year and uses industry leading MyLaps Timing Systems with RunScore scoring software.

The position is based out of our Madison area office. We are looking for a passionate, detail-oriented, computer & technology savvy person with weekend availability to time and score events. Race Day Events is willing to train the right person.

Candidates should have strong customer service skills, a high degree of computer expertise and be highly organized. Computer networking knowledge is a plus. Candidates must be comfortable working independently and as a member of a team. Strong and proven communication skills are necessary.

Applicants should be comfortable and thrive in a fast-paced and sometimes stressful environment. This position requires some travel and the ability to work events on weekends in an outdoor environment. Familiarity with the running and triathlon industry is a plus.

### Responsibilities Include:

- Learn and understand race databases and scoring software
- Set-up of computers and computer network on-site
- Enter and manage race day registrations and participant changes
- Perform race day timing functions providing fast and accurate results

### Qualifications:

- MUST HAVE VALID DRIVER'S LICENSE AND CLEAN DRIVING RECORD
- Race timing/scoring experience is a plus but not necessary
- Must be a self-starter and possess the ability to work both independently and as part of a team
- Excellent communication skills, written and verbal
- Strong customer service skills
- Must be highly organized and able to perform under pressure
- Strong computer skills with the ability to quickly troubleshoot problems
- Proficiency in Microsoft Excel and data entry is a plus
- Ability to travel and work weekends and select holidays
- Ability to lift up to 40 pounds

Please e-mail cover letter and resume to Race Day Events: [timing@racedayeventsllc.com](mailto:timing@racedayeventsllc.com)