Position: Commercial Gallery Preparator / Technician

Address: 730 11th Ave SW Calgary AB T2R 0E4

Terms: Part time or Full Time

Wage: Determined Upon Experience

Newzones is hiring a Preparator / Technician. We are looking for a candidate who loves the Visual Arts, is organized, efficient and detail-oriented. The Preparator / Technician has to have a TON of energy, loves to be on the go (no sitting time 😊), is able to work independently and contribute positively to the Newzones team. The position involves, but is not limited to: installing and striking exhibitions, crating and shipping artwork, gallery maintenance, artwork documentation, and programming-related communications.

Successful candidates will:

* Possess a degree in Art or Museum Studies
* Have a valid Driver’s License and clean driving record
* Have a broad understanding of Canadian contemporary art and contemporary issues relevant to the visual arts
* Demonstrate excellent organizational, interpersonal, time management, and communication skills
* Be competent in Microsoft programs + use of a PC
* Have practical knowledge of digital photography
* Be confident with use of power tools and ladders

Duties include but not limited to:

* Installation and striking of artwork / Handling of artwork
* Inventory Control
* Daily maintenance of gallery (inside and out): cleaning of surfaces, floors etc.
* Handling and unpacking of artwork while ensuring the safety and security of artwork at all times
* Crating and packaging of artwork
* Working independently as well as part of a team
* Gaining comprehensive knowledge of gallery artists to interact with visitors

Application Deadline: October 21, 2022. Please forward cover letter, resume and references to info@newzones.com. Position start date to be November 1, 2022.