

Business Unit Summary

The Visual Coordinator helps create and maintain product displays for the HSN live broadcast, while utilizing communication and customer service skills.

A Day in the Life

- Assist Visual Specialists with product prep for the HSN broadcast, ensuring all items are visually appealing, complete, and functional. Prep includes: unpacking, steaming, sorting, verifying quantities and quality, creating displays, table trafficking and other aspects of broadcast product display.
- Coordinate product movement from prep areas to studios during the HSN broadcast, while adhering to HSN show and studio standards.
- Anticipate, and react to, Show Host and Guest needs during the HSN broadcast, including requests related to product, Host cards, supplies and props.
- Maintain departmental props and supplies through proper use, maintenance and storage.
- Ensure timely return of all product (in good condition), to HSN warehouse

Keys to Success

At HSN, if you are Agile, Innovative, Pioneering, Dynamic, Boundaryless, Passionate, Customer-Centric, Collaborative, and Results-Focused, you will love it here!

Must haves:

- Undergraduate degree in Communications, Design, Television & Film, or similar field, or career equivalent
- Push/pull/lift up to 35lbs
- Standing/walking for majority of shift
- Wearing headset (with broadcast audio) for up to 8 hours
- Ability to maintain clear communications with all broadcast teams
- Must be able to work various shifts in a 24/7 environment, including weekends and overnights
- Sense of style and/or creative eye for design
- Experience with Customers or Guests

Nice to haves:

- 1 year experience in retail, design, television or related field
- Detail oriented
- Ability to multi-task in a fast paced environment
- Ability to work well in a team environment
- Ability to collaborate with a number of internal and external groups
- Ability to work effectively in high-pressure situations
- Ability to learn rapidly and adapt quickly to changing situations

- Excellent time-management skills
- Able to maintain a positive, productive and organized environment