

# Buyer's Tour Guide & Photographer



**INCUMBENT:** Vacant  
**REPORTS TO:** Delivery Program Manager  
**LOCATION:** Bowling Green, KY  
**STATUS:** Part-time, Hourly  
**DATE:** September 2020

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## DESCRIPTION

The Buyer's Tour Guide will provide program participants with a rewarding General Motors (GM) Bowling Green Assembly Plant touring experience where participants can get a glimpse of Corvettes in the making. This position is also responsible for taking photos of participant vehicles during the assembly process.

## ESSENTIAL DUTIES AND RESPONSIBILITIES

- Conduct private guided tours of the GM Bowling Green Assembly Plant ensuring a hospitable environment and valuable learning experience for program participants.
- Take photos of the participants Corvette during the assembly process for customized album purchases.
- Stay informed and up to date on changes regarding Corvette knowledge, GM Bowling Green Assembly Plant processes, and the National Corvette Museum (NCM) offerings, exhibits, and events.
- Provide a positive and friendly experience to program participants from beginning to end.
- Responsibilities are not all inclusive, additional duties may be assigned.

## EDUCATION/EXPERIENCE

- High School Diploma or equivalent required.
- Existing knowledge of the Corvette, GM Bowling Green Assembly Plant, and/or National Corvette Museum preferred.
- Prior photography experience preferred.

## QUALIFICATIONS

- Must possess strong interpersonal and communication skills to effectively communicate with individuals from diverse backgrounds.
- Must possess photography skills with ability to effectively operate a digital camera.
- Capability to learn new material and information and willingness to invest time to keep knowledge current on Corvettes, the GM Bowling Green Assembly Plant, and Museum.
- Ability to manage a flexible work schedule.
- Must be able to work independently and under pressure in a fast-paced environment.
- Ability to adapt and learn new technology.
- Ability to speak comfortably and positively to the public in both a one on one setting and in a group setting.
- Strong attention to detail, establishing priorities, and following instructions.
- High level of commitment to team and company values.
- Valid state driver's license required.

## ESSENTIAL PHYSICAL REQUIREMENTS

- Must have sufficient mobility to move around the Museum, GM Bowling Green Assembly Plant, and community.
- Ability to stand and/or walk for extended periods of time.
- Ability to lift and carry up to 10 lbs.