

JOB DESCRIPTION

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| JOB TITLE: | Senior Technician | REFERENCE: | |
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OVERALL PURPOSE OF THE ROLE:

To maintain our technical departments reputation for our customers and colleagues. Dedicated, reliable, calm, focused and professional.

To assist with all pre-production and the running of all events in, or organised by Brewery Arts.

To assist with faults and maintenance of all technical equipment throughout Brewery Arts.

Manage the maintenance of emergency lighting (arrange contractors to repair / replace) and assist with the buildings CCTV system.

MAIN TASKS

The role holder is required to:

Events

1. Operate and have specialist knowledge of all types of technical equipment during all types of events, get in's/out's and production weeks, in all Brewery and external venues.
2. To maintain safe working practice and environment at all times.
3. Highlight the health and safety procedures to incoming artists.
4. To hire any technical equipment required for productions. Eg; lighting, sound and backline equipment when required.
5. Assist with Crew organisation.

Equipment & Venue

6. Notify Technical Manager regarding stock levels of the departments technical equipment e.g. consumables.
7. Lead on department's maintenance e.g. PAT testing and Emergency lighting, CCTV system.
8. Assist with the centres general IT equipment.
9. General housekeeping in all working areas.
10. Keep up to date with knowledge of the industry standard technical equipment.
11. Be responsible for site and equipment security. Being a key holder responsible for alarming, opening and locking the building if necessary (e.g. if all other departments have finished and you are completing a late get out).
12. Assist with emergency light drain downs with Facilities Manager.

General

13. Attend meetings when required.
14. Undertake relevant technical and health and safety training.
15. Distribute rotas, call times and contact technical staff when required
16. Assist with Timesheets
17. Deputise for senior technical staff when required.

This list is not exhaustive. The organisation is changing all the time and your duties may be amended. There may also be occasions where you are required to undertake additional tasks as necessary to meet the needs of the business.

TERMS & CONDITIONS

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| JOB TITLE: | Senior Technician |
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| Contract: | Permanent |
| Pay: | £26,166.40 per annum / £12.58 per hour |
| Hours: | 40 hours per week (excluding lunch breaks) Evenings and weekends essential Overtime must only be worked with line managers prior approval |
| Reports to: | Technical Manager |
| Responsible for: | Freelancers and Crew on shift |
| Age Limitation: | N/A |
| Notice Period: | 4 weeks |
| Holiday Entitlement: | Permanent - 6 weeks' holiday per annum, rising to 7 weeks after 3 years' continuous service Entitlement is inclusive of compulsory closure days announced each year. Other bank holidays are considered normal working days; therefore, they are not in addition to annual leave entitlement. |
| Pension: | The Company operates a pension plan in compliance with the employer pension duties under the Pensions Act 2008. Depending on your age and earnings, you may automatically be entered into the Group Personal Pension Plan and contributions are matched by the company in line with the regulations. |
| Discretionary Benefits: | <ul style="list-style-type: none"> • Complimentary tickets for events and cinema for staff + one can be requested (conditions apply and if the event sells out complimentary tickets are not available). • Discount on food in our catering outlets for staff + one. • A parking permit is given to staff to be used while at work. • Free Employee Assistance Programme. |
| Union: | An agreement governing pay and terms and conditions of employment exists between the Kendal Brewery Arts Centre Trust Ltd and the Broadcasting, Entertainment, Communications and Theatre Union, and provides for the settlement of disputes between workers and management. One of its provisions is the agreement by management to recommend non-union members to join. |