

Person Specification

Job Title:	Events Technical Manager
Department:	Events and Production

Key

E = Essential Criteria for Post

D = Desirable Criteria for Post

A = Application Form

I = Interview

R = Reference

T = Test

C = Certificate/Documentary Evidence

CRITERIA	E/D	HOW MEASURED				
		A	I	R	T	C
<u>Qualifications & Attainments</u>						
• 2 'A' levels or equivalent qualifications in a relevant subject area (<i>demonstrable relevant work experience may be considered in lieu of qualifications</i>)	E	✓				✓
• Certificates in:						
• PASMA	D	✓				✓
• IPAF	D					
• Portable Appliance Testing	D	✓				✓
(<i>or willing undertake training in these areas in post</i>)						
• HND or equivalent in a relative subject area	D	✓				✓
• Fully qualified First Aider	D	✓				✓
<u>Experience & Knowledge</u>						
• Proficient in performance venue technical management practices, operating methods and techniques	E	✓	✓		✓	
• Demonstratable underpinning knowledge and experience of Lighting systems, set up, programming and operation to a high standard	E	✓	✓		✓	
• Demonstratable underpinning knowledge and have past experience of mixing live sound in a performance setting to a high standard	E	✓	✓			
• Demonstratable underpinning knowledge and have experience of recording live sound in a performance setting or studio to a high standard.	D	✓	✓			
• Substantial experience of working in a relevant performance environment	E	✓	✓			
• Possess an awareness of IEE regulations	D	✓	✓			
• Experience of managing or supervising staff	E	✓	✓			
• Demonstratable knowledge of current Health and Safety legislation and regulations relating to LOLER, PUWER PATs, COSHH	E	✓	✓		✓	
• Experience of operation of both fire and intruder alarm systems	D	✓	✓			
• Must demonstrate understanding of noise at work legislation	E	✓	✓			

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		A	I	R	T	C
<u>Skills & Competencies</u>						
• Excellent interpersonal skills, being approachable, diplomatic, discreet and professional in dealing with colleagues, students and occasionally, the public	E	✓	✓	✓		
• Demonstratable knowledge of fault finding and solving issues with Electrical, Lighting and Sound systems.	D	✓			✓	
• Desire to deliver a high-quality service to the customer	E	✓	✓	✓		
• Possess and demonstrate excellent practical and safe technical skills i.e. rigging / focussing LX, sound rigging, mixing and other stage / performance area techniques	E	✓		✓		
• Ability to work efficiently and effectively under competing demands (sometimes in full view of an audience)	E	✓	✓			
• Ability to effectively communicate both orally and in writing with people at all levels	E	✓	✓			
• Ability to safely carry out strenuous manual activities on occasion as required e.g. the movement of equipment.	E		✓			
• Ability to Work at height to carry out relevant tasks of the role.	D	✓	✓			
• Ability to lead and / or work as part of a team, displaying excellent self-motivation	E	✓	✓			
• Possess and demonstrate good organisational skills	E	✓				
<u>Values & Ethos</u>						
• Demonstrates respectful and inclusive working practices. Treating others with dignity and respect and helping to remove barriers to participation.	E		✓			
• To be conscientious, punctual and reliable	E	✓	✓	✓		
<u>Work Circumstances</u>						
• Prepared to work Sunday in line with the requirements of the service	E	✓	✓			
• Flexibility with regard to hours of work (post holder will be required to work 37 hours per week between 8.30am and 11.00pm, over 5 days Monday-Saturday)	E	✓	✓			