



Role **Equipment Preparation Technician**

Industry Live Event Production – Rigging Services

Location Stevenage, UK

Reports to Warehouse Manager

Job Description

Salary £27,000 - £30,000 per Annum (DoE)

Hours Full-time: 40 Hours per Week

Role Overview

Over the past decade, Rigging Team has enjoyed steady growth to become recognised as one of the industry's most respected providers of rigging equipment and support services. Working across the full spectrum of entertainment production including TV, film, theatre and live events, Rigging Team are highly experienced in the reliable, safe provision of equipment, support and technical expertise to productions of all sizes; often creating bespoke solutions for projects which others may consider impossible.

We are looking for an enthusiastic and skilled individual to join our busy team in our Stevenage head office in the role of **Equipment Preparation Technician**.

Reporting to the Warehouse Manager, you will be responsible for all aspects of equipment storage, maintenance, preparation, dispatch and receipt. Equipment includes hoists, truss and rigging accessories commonly used within the entertainment industry. Our inventory of automation and other technology continues to grow, therefore knowledge of these would be advantageous.

You will be expected to contribute to the continued improvement and success of the company including developing our industry contacts and identifying new opportunities. Working with members of different departments to pass on knowledge and skills to others as well as identify process and procedural improvements that will benefit the company as a whole.

To succeed in this role, you should ideally have knowledge of rigging equipment within the entertainment industry, although training will be given. You must have good written and verbal communication skills and a high level of attention to detail, self-motivation, focus and a commitment to providing a high-quality service to ensure that every client has an excellent experience with Rigging Team.

This is a full-time permanent position. Normal working hours are 40 hours per week, Monday to Friday, 9am to 6pm. Due to the nature of our industry a flexible approach to working with some evening and weekend work is required. A full UK driving licence would be beneficial.

This is a fantastic opportunity for the right person to join a fun and friendly team in an exciting and challenging industry. We believe in growing the skills of all our staff and offer opportunities to develop new and existing skills.

To apply for this position, please send your CV to careers@riggingteam.com, making sure to include **Equipment Preparation Technician** in the subject line.

Key Responsibilities

- Receiving, warehousing, distribution and maintenance operations.
- Preparation and inspection of equipment prior to despatch and on its return.
- Ensuring that all equipment is tested and inspected as per company policy.
- Carry out regular preventative maintenance of company equipment and machinery.



- Assist the warehouse team to maintain the company stock control system, including regular audits of stock.
- Ensure all relevant documentation is maintained correctly and available on request.
- At all times to work in compliance with the company's policies and vision.
- Maintain standards of health and safety, hygiene and security.
- Provide any additional support as and when requested by the Company.

Additional Responsibilities

- Support other team members and departments as required.
- Help to develop the skill base of other internal staff.
- Seek to continually learn and grow your technical and interpersonal skills.

Business Development

- Work as part of the team to build and develop the company.
- Act as an ambassador for the company at all times.

Key Required Skills and Experience

- Knowledge of entertainment rigging equipment or experience in a similar role would be advantageous.
- Proactive attitude towards safety and ensure that any equipment defects are dealt with promptly.
- To always work safely and methodically, with a high level of attention to detail and awareness of task timescales.
- Be physically fit and able to perform manual tasks, specifically loading and unloading vehicles and moving equipment around our warehouse.
- Be happy working both individually and as part of a team, have a flexible attitude to working hours.
- Be able to communicate in verbal and written English, with appropriate maths skills for accurate stock management.

This job description is neither exclusive nor exhaustive, as there may be other duties and requirements associated with the post, and will be subject to review. The duties listed may be amended, as may the character of the position or the level of responsibility.