



ASSISTANT TECHNICAL MANAGER

We're on the lookout for a passionate and experienced Assistant Technical Manager to join our Tech department at SWG3. If you have strong experience within the technical side of Live Events, this is the perfect opportunity for you.

As the Assistant Technical Manager, you should have a solid background working with Audio and Lighting for live events and a great ability to work within a team. Good knowledge of Chamsys, Midas, Allen & Heath, d&b and R1 is desired, but training can be provided if needed. You should be comfortable using Microsoft Office, Outlook and Cloud Storage Services such as OneDrive.

The Assistant Technical Manager works alongside the Technical Manager, and their shared responsibilities include

Staff Management

- Managing freelance and full-time technicians
- Organising the staff rota
- Overseeing training, and development of new and existing staff, supporting their professional growth

Advancing Events

- Liaising with promoters and organisers ahead of events
- Hiring equipment based on productions needs
- Communicating tech requirements to venue technicians on the ground
- Collaborating with other departments on the running of events

Equipment Maintenance

- Maintaining and repairing equipment
- Organising repairs that cannot be done in-house
- Organising replacements
- Logging repairs and replacements in the venue database



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Venue Maintenance

- Ensuring backstage and public facing areas are tidy and safe
- Keeping the equipment storage organised

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Compliance

- Complying, and ensuring the entire team's compliance, with the venues Health & Safety policies and procedures

We are looking for an excellent communicator who enjoys building positive working relationships, supports colleagues and who can remain friendly and calm in the hectic environment of live events. A proactive approach to venue maintenance and a commitment to finding better ways of working are essential.

You should have a good understanding of Health & Safety policies and be able to follow company guidelines as well as using common sense when assessing situations for potential risks.

Please send your CV cover letter along with two references to hr@swg3.tv.