Assistant Manager, Theatre Technical

Responsibilities:

- Perform all aspects of stage and event operations in stage, cinema and multi-purpose areas with a view of ensuring the set-up, rigging, rehearsal, performance and strike-out are carried out smoothly and safely.
- Act as Chief Theatre Technician of HKAC and assist manager to supervise a team of technicians.
- Provide professional technical services and support to hirers/users in the setting up and operation of the audio, lighting, theatrical & stage systems/equipment.
- Assist manager to liaise with hirers/users regarding services and facilities support required according to the hiring schedule.
- Delivering staff training to ensure the up-to-date theatre technology and industry best practice is being enforced.
- Assist manager in monitoring freelancer and supervise the progress of setup and dismantling of the events if needed.
- Plan and execute the maintenance plan of all in house audio, lighting, theatrical & stage systems/equipment to ensure the equipment can meet the safely standard and regulations.
- Required to work on Saturday, Sunday and Public Holiday and on shift duty and irregular hours.

Requirements:

- 5 years or above relevant experience in technical and productions support for theatre, cinema operations and stage operations.
- Experience in sizable performing arts venues or companies at supervisory level will be an added advantage.
- Independent and highly-organized.
- Able to guide and lead the technicians and freelancer.
- Strong interpersonal and customer service skills.
- Experience in AutoCAD drawing is preferred.
- Good English and Cantonese.

Interested parties please email your resume and a covering letter (please quote our reference, expected salary and available date and time) to Human Resources Department, Hong Kong Arts Centre via email hr@hkac.org.hk. Only short-listed candidates will be contacted.

We are an equal opportunities employer committed to workforce diversity and fair employment practices. All data collected will be used for recruitment purpose only.