

GLASGOWS

Technical Production Manager

Glasgows, Unit 5, Centurion Court, Farington, Leyland, Lancashire, PR25 3UQ

www.glasgows.co.uk

Role: Technical Production Manager

Contract: Full time, permanent position

Salary: £35,000 to £45,000 (pro rata), depending on experience

Based: Hybrid – office / work from home

Join us!

Glasgows is a leading UK events management, production, and creative agency that provides a full-service events offering that turns our client's vision into reality. Our team is brimming with highly-skilled and passionate specialists that deliver seamless event management, captivating technical production and engaging creative, film and digital.

We're a friendly bunch, with a no fuss, can-do attitude that makes us approachable and easy to work with. Our relationships are important to us – taking care of our clients and team are our top priorities - and we pride ourselves on our reputation for complete reliability.

Does this sound like you? Then read on...

About you.

You'll be

- Warm and friendly
- Confident when communicating to your colleagues, our clients, and suppliers, face to face, over the telephone, and by email

everything is possible

- Able to thrive under pressure, in a fast-paced environment
- Highly motivated to work as both a self-starter and as part of a larger team on more complex projects

You'll have

- Keen attention to detail
- A strong technical background across all AV disciplines
- Competency across a range of software and hardware platforms
- A pro-active attitude and above all a willingness to get involved and take on responsibility
- A demonstrable track record within the live events industry
- A passion for all things technical in the live event arena and a desire to ensure we continue to be at the forefront in our industry
- Excellent project management and communication skills

The role: Technical Production Manager.

This is an exciting opportunity for a highly motivated, multi-skilled technical production manager, with a minimum of 3 years' experience in all aspects of the technical production and delivery of live, virtual and hybrid events.

As technical production manager you'll

- Work closely with your production colleagues and other teams across the company including project management, creative design and content creation, and digital development, to ensure the highest quality of service delivery for our clients.
- Research and write tender submissions along with costings for all technical and AV production elements
- Prepare production schedules, with all pre-planning, risk assessments, crew bookings and venue liaison.
- Provide on-site management of all technical and build crew including sub-contractors and suppliers.
- Work as part of a project delivery team to design and deliver the best technical solutions to support each project, based on the requirements of that project. Taking responsibility for the planning and scheduling of work within your team and specialist area
- Take key responsibility for the delivery of relevant aspects of any/all project(s) you are working on

- Provide on-site and studio based production and technical management including direct contact with and management of end clients, the delivery, installation and on-site technical operation of AV equipment at events
- Keep abreast of latest trends, competitors etc to inform investment decisions
- Prepare and deliver presentations for pitching to prospective clients
- Undertake the compilation and production of loading/picking lists as required by each project
- Maintain a culture in which costs and expenses are checked and kept within budget
- Ensure that work and projects are invoiced out promptly
- Book sub-contract freelance technical staff and support for events
- Undertake site surveys and prepare room plans and layouts
- Be available for travel and overnight stays to support Glasgows events across the UK
- Have a full, clean UK driving license, preferably

What we offer.

- The opportunity to work on exciting, high-profile events
- A friendly, creative environment, working as part of a hard-working and supportive team
- Competitive salary
- Contributory pension scheme
- 25 days holiday, plus birthday day off
- Life insurance
- Profit-related bonus scheme (non-contractual)
- Time and training to develop new and existing skills
- Staff social events
- Flexible working

Interested?

Please send your CV, including details of how your skills/experience relate to the role, to g@glasgows.co.uk, along with the names of two referees from your present/previous employment.

All applications will be treated with confidentiality.

Glasgows is an equal opportunities employer and welcomes all applications.