

AV Technical Project Manager – Brighton

About US

AVT Connect is a fast growing business communications agency delivering ground-breaking communication solutions through a variety of channels including: live event production, webcasting, e-learning & video production.

We pride ourselves in providing flexible, customer focused services at a competitive price. We work extensively throughout the UK, Europe and the US in partnership with many global brands, blue chip companies, agencies & not-for-profit organisations.

For more information see www.avtconnect.com

Job Description:

Due to expansion our live event technical team now require a Technical Project Manager.

As a Technical Project Manager you will be involved right from the initial budget, through to project completion. Working simultaneously on multiple projects you will work closely with Account Managers at the estimating stage to ensure technical feasibility, design verification, budget feasibility and logistic feasibility.

You will work in conjunction with Account Managers to help assemble a team suitable for the requirements of the project, using external specialist skills where needed and be ultimately responsible for the delivery of all technical aspects relating to a project.

Skills Range:

This role will primarily involve the following elements of coordination and onsite technical delivery of events:

- Technical specification of equipment lists
- Schedule management
- Supplier liaison, including; Set / stage, sound, lighting, projection and crew.
- Liaise with Warehouse & logistics team
- Attending client & onsite meetings
- Producing technical documents and diagrams
- Onsite management & crew briefing
- Arranging and driving relevant transport for crew and equipment
- Prepping, rigging, operating & e-rigging equipment, set and staging onsite
- Liaising onsite with presenters about their content
- Running the rehearsal schedule

We will provide all necessary internal training and support to the right candidate

Starting Salary:

£20,000 - £25,000 + Overtime - per annum depending on experience

How to Apply:

Please send your CV and covering letter to jobs@avtconnect.com

For more information see www.avtconnect.com

Clients include: CBS Interactive, Bentley Motors, BUPA International

No Agencies Please.