

## Installations Project Manager

**Reports to:** Sales and Installations Manager

**Based:** Reading Branch

**Job purpose:**

We are looking for a hard-working and self-motivated Project Manager to join our Installations Team.

The successful candidate will manage installation projects on-site and lead a team of installation engineers, ensuring that all jobs are completed to a high standard. This is a hands-on role, primarily based on-site.

Fitting permanent sound, video and lighting systems into a variety of different venues across the UK. This is a senior role, where experience of installation materials and techniques is vital.

Spanning both the disciplines of on-site installation contractor and the AV events industry, we are subject to abnormal working hours. The installations team must be flexible around these times, which can include staying away from home for a couple of nights at a time.

**Key responsibilities and accountabilities:**

- Working alone, or as part of a team to complete a permanent installation of a sound, video or performance lighting system
- Seeing the installation through from order to completion including cable-lay, termination, hardware installation, and system testing
- Liaison with the job handler, installation team and the client to ensure customer satisfaction and the delivery of a reliable system
- Keeping up to date with all necessary health & safety rules for on-site working such as PASMA, IPAF, CSCS & working at height regulations
- Working with other trades on building sites and adapting schedules to fit in with main contractors and building progress
- Carrying out maintenance visits (planned and reactive) to fault-find and undertake repairs on client premises
- Working with management and the whole of the sales & installations team to develop growth and profitability
- To provide excellent customer service to our clients at all times
- To have a good working knowledge of building skills, installation techniques, safe use of power tools
- Understanding and experience of Audio-Visual equipment is beneficial but not essential
- Keep the site, warehouse and other surrounding areas clean and safe
- To follow all Company Policies and Guidelines at all times

**Hours:** 40 hours per week, Monday to Friday, usual start time is around 6am to arrive on site on time, with some work outside these hours.

**Holiday:** 28 days (including Bank Holidays)

**Location:** based at Unit 5, Headley Park 10, Woodley, RG5 4SW. Usually working on site as detailed in the schedules.

**Salary range:** dependant on skills and experience, plus 9% pension, install pay, profitability bonus.

**Person Specification:**

- Good practical skills, e.g. soldering, crimping, hand & power tools
- Knowledge of sound, video and lighting equipment and its operation
- Honest and trustworthy
- Self-managing and motivated
- Good attention to detail
- Good team leadership skills
- Adaptability and able to transfer knowledge to others
- Good communication & organisation skills
- Ability to work under pressure and tight deadlines
- Ability to problem solve
- Able to perform manual handling, working on site moving heavy items around and working at height
- Ability to understand and comply with the company's Health and Safety policy
- Comfortable with working at height
- Full Driving licence (preferably clean)

**Desirable:**

- Experience of working as an engineer within the events industry or experience of installing AV equipment
- Familiarity with the needs and sensitivities of Places of Worship or listed buildings
- IPAF, PASMA, CSCS qualifications
- Possess a basic working knowledge of Microsoft Office applications including Outlook

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