



Assistant Manager, Theatre Technical

Job Duties

- 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.
- Liaise with hirers/users regarding services and facilities support required according to the hiring schedule.
- Provide professional technical services and support to hirers/users in the setting up and operation of the audio, lighting, theatrical & stage systems/equipment.
- Participate in supervising the teams and delivering staff training to ensure the up-to-date theatre technology and industry best practice is being enforced.
- Assist in monitoring freelancer and supervise the progress of setup and dismantling of the events if needed.
- Provide the technical and operational support to stage, theatre performance and cinema operations to be held at HKAC and ensure all technical requirements are fulfilled in a safe and professional manner.
- Plan and execute the maintenance plan of all in house audio, lighting, theatrical & stage systems/equipment to ensure the equipment can meet the safety standard and regulations.
- Required to work on Saturday, Sunday and Public Holiday and on shift duty and irregular hours.

Job 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 covering letter (please quote our reference, your current and expected salary and available date) 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.