



JOB DESCRIPTION

Job title	Technical Crew (Tech Crew)
Salary range	£11.44 per hour
Department	Commercial
Working pattern (hours/weeks etc)	Zero hour contract. Evenings and weekends.
Responsible to	Technical Supervisor/Technical Manager
Supervisory responsibility	N/A
Job purpose	To assist with the design, set up & operation of all technical equipment such as sound, lighting, video & laser systems.

Main duties and responsibilities

Standards

1	Assist with the design, set up, operation and take down of technical equipment for events and activities.
2	Assist with the maintenance of technical equipment.
3	Assist with the design and set up of event décor & props.
4	Comply with the relevant safety requirements undertaking training as required to complete your duties.
5	Fulfil personal responsibility for working in a safe environment through maintaining cleanliness and housekeeping standards and reporting any faults, problems, issues, accidents or incidents.
6	Work unsociable hours including late nights, weekends and 'last day of term' events.

- The post holder will, at all times both professionally and personally, portray a positive image of NTSU
- The post holder will at all times uphold the values of NTSU and thereby demonstrate high standards of integrity, accountability, respect for others, courtesy and professionalism
- The post holder will be expected to be flexible and willing to support colleagues, both in their own team and in NTSU more widely. They will be expected to undertake any task which helps NTSU achieve its objectives that may be reasonably asked of them, given their role and position in NTSU
- The post holder will be expected to actively support good practice in energy efficiency, waste reduction, recycling and champion the organisation's ethical and environmental policies

Miscellaneous

- The definition and examples of work included above are not exhaustive – they are illustrative and for guidance only. A particular post holder with this job title may not perform all duties detailed in this job description. Conversely, not all the duties performed will be listed on this document.
- It is the practice of NTSU to periodically examine employees' job descriptions and update them to ensure they relate to the job as then being performed. This will be done with the Senior Manager in consultation with the employee.



EMPLOYEE SPECIFICATION

Job title		Technical Crew (Tech Crew)
Department		Commercial
Responsible to		Technical Supervisor/Technical Manager
Criteria	Essential	Desirable
Experience	Working both in a team and alone to achieve a goal.	In the setting up and use of sound and lighting equipment.
Skills	Trustworthy, reliable, and flexible.	
	Good time management skills.	
	Enthusiastic	
	Committed	
	Pro-active	
Knowledge	Basic IT skills	Of events run by the Students' Union.
		Of the different services offered by the Students' Union.
		Of sound and lighting systems.
		An understanding of basic health and safety issues