

Job Description

Job title:	Assist Head Of Sound & Broadcast	Name:	
Department:	Sound & Broadcast	Directorate:	Technical
Job type:	Full-Time	Supervisor:	Head of Sound and broadcast
Purpose:			
To work effectively as a <u>middle manager</u> , managing a specific Sound & Broadcast team, ensuring that all assigned activities associated with the Technical Department are carried out to the highest possible standard of efficiency, safety and quality at all the ROHM's places of work.			
Duties:			
<ul style="list-style-type: none"> ● <u>To deputise as required for the Head of Sound & Broadcast</u> ● To take responsibility as required for your specific Sound teams attendance, safe working, motivation, discipline and welfare, and support effective team working at all times. ● The be able to work unsupervised at all times ● To manage all grades of the Sound & Broadcast management and technicians below you for attendance, safe working, motivation, discipline and welfare. ● To adhere to all standards of quality, efficiency and safe working practice as advised by Technical department ● Manage as required all necessary technical work for a production or project, whether it is an incoming / touring production or ROHM initiated event / production. This may include involvement from stores / workshops to rehearsal rooms, to stage rehearsals and performances, and return to stores & exhibitions. ● Maintain close liaison with other Technical Department members to ensure efficient use of resources 			

- To be able to create and work within the allocated budget and alert your line manager of any implications from any activities that may compromise that budget arising from issues on any visiting company, production or event
- Carry out relevant training, induction and coaching.
- Assist in development of departmental members and their skills, assessing and recommending, appraising and monitoring training as appropriate
- Undertake relevant tasks using specific in-house equipment for data reference or storage via computer or any relevant electronic platform based system currently or proposed in the future
- Flexibility to work varied long hours, weekends, public holidays, overnights and scheduled performances as required
- The application of good *customer service skills* are an essential part of your duties; during your working hours you are quite likely to come into direct or indirect contact with technical department colleagues, other ROHM staff, guests of or visitors to ROHM and or the General Public and in these circumstances you will be seen as a representative of ROHM.
- Any other duties, assigned by the line manager/ technical manager.

- Have an **EXCELLENT WORKING KNOWLEDGE** in the operation and delivery to the highest possible standard as scheduled and to include but not restricted to:
 - Performance related stage productions and events
 - Of sound and broadcast equipment, accessories such as microphones, speakers, audio visual, projection equipment, broadcast and all AV equipment and be competent in their operation and 'capture' medium
 - Operation of all Sound reinforcement systems, broadcast, communications, recording and post production equipment
 - Be fully conversant in the operation and first line maintenance of all Sound, broadcast, video projection and special effects equipment
 - Subtitles including the seat back systems, R.F systems and I.R. Systems (infra red)
 - Be able to create and interpret ground/ rig plans and sound running 'plots' and que sheets across a wide variety of formats
 - Be fully competent but not restricted to Microsoft Office, AutoCad and be able to be trained to operate any new or specific programs that may become available in the future.
 - Operation of all technically related automated and motorised systems
 - Hanging, Rigging and setting of all Sound, video projection and capture equipment
 - Of access equipment, mechanical handling equipment and any equipment necessary to complete any sound and broadcast orientated task
 - Of flying operations, operation of lifting equipment for the rigging of Sound, lighting and stage operations
 - Assembling/building of modular and temporary structures, operation of lifting equipment

Job requirements:

Qualification: Have a local or internationally recognised professional qualification in the specific field / skill base and at least 5-years proven professional work experience in this specific field, being that of a theatre sound or and audio visual technician / engineer.

Experience: Have a minimum of 7-years proven professional work experience in this specific field, being that of a theatre sound and or audio visual technician / engineer.

Abilities and skills:

Note: This Job Description reflects the current situation. It does not preclude change or development that might be required in the future.

All applicants must attach a letter detailing why you would like the position, a copy of your CV and references which should be emailed to:

careers@rohmuscat.org.om. Email subject must be "Job Title" you applied for.

For more information, please visit our website:

<http://www.rohmuscat.org.om>

PERSON SPECIFICATION

Essential Knowledge / Skills and Experience