

# POSITION SUMMARY

## Casual Technician (341)



|                                |                                  |
|--------------------------------|----------------------------------|
| <b>Directorate</b>             | Cultural & Community Services    |
| <b>Section</b>                 | BMEC                             |
| <b>Classification</b>          | Band 1, Level 3, Grade 3         |
| <b>Position Status</b>         | Casual                           |
| <b>Commencing Salary Range</b> | \$30.52 per hour                 |
| <b>Reports to</b>              | BMEC Operations Manager          |
| <b>Direct Reports</b>          | NIL                              |
| <b>Work Location</b>           | BMEC 105 William Street Bathurst |

### Position Purpose

Provide technical and general venue support, facilitate needs of venue hirers, under direction of Operations Manager and Venue Technician.

### Key Responsibilities

1. Lighting
  - (a) To rig and focus lights
  - (b) To program lights and operate the lighting console
2. Sound
  - (a) Set up and configuration of sound equipment
  - (b) Mixing of sound
3. AV
  - (a) Set up and operation of AV equipment
4. Implementation of emergency procedures

This document reflects the major elements and responsibilities of this position and is not designed to be prescriptive in nature. A full Position Description will be provided to candidates upon request or upon offer of employment.

## Selection Criteria

### Essential

- Demonstrated interest in and aptitude for technical work in the entertainment industry
- Ability to work in a team environment
- Preparedness to undertake repetitive physical labour in the set up and break down of events
- Preparedness to undertake basic hospitality duties
- A pleasant, courteous manner and neat appearance
- Ability to work flexible hours
- Ability to work both day and evening shifts

### Desirable

- An interest in the performing arts
- Relevant technical and/or hospitality experience
- Driver's license Class C

## Expected Organisational Standards

1. Follow defined WHS procedures.
2. Provide service to customers.
3. Work effectively in the local government context.
4. Work with others in local government.
5. Communicate in the Workplace.
6. Follow defined risk management policies and procedures.
7. Follow defined ethical guidelines from Council, including Code of Conduct.
8. Follow defined environmental sustainability guidelines.

## Employment Conditions

- Hours of work are as required and on a rostered basis and will include weekdays, weekends and evenings.
- Leave allowance included in hourly rate
- Superannuation of 9.5% paid by Council
- Medical (including drug and alcohol screening) and audio required as part of selection process

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