



WORKSHOP ASSISTANT

JOB DESCRIPTION

2018

Set-up (Scenery) Ltd

Malton Workshops,
Malton Lane,
Meldreth,
Hertfordshire
SG8 6PE

+44 (0) 1763 262 323
info@setupscenery.com

JOB DESCRIPTION

COMPANY OUTLINE

Founded in 1999 by Mark Wilsher, Set-up (Scenery) Ltd has gained a reputation for producing bespoke theatre scenery to a high standard thanks to our team of carpenters, fabricators, engineers, fibre-glassers, prop makers, scenic artists, draughtsman and project managers.

Based in our carbon neutral 21,000 m² workshop on the Herts/Cambs borders, just an hour from London by train, we have the space to fully assemble and fly sets in our assembly shop.

Our broad and varied client list includes both large and medium scale West End producers, the National Theatre, the Royal Opera House and many more. From 3"x1" mortice and tenon flats to a 8.5m high revolving head weighing over 4 tonnes, we love what we do and relish a challenge!

OVERALL JOB PURPOSE

We are seeking a hardworking and reliable general assistant to join our team. You will participate in a variety of scenic construction projects using timber, steel, vacform and many other materials, follow construction drawings and take instructions from your head of department. Although experience isn't essential, you'll need to be physically fit and a fast learner.

To be successful in this position you'll need to work well as part of a team.

ROLE OF GENERAL ASSISTANT

Assisting scenic carpenters and welders.

- » Preparing and making scenery using a combination of materials including box steel, timber, vacform, fabric and more.
- » Measuring, marking, cutting materials accurately to size; building timber framed flats, cladding steel frames and making scenic elements prior to them being painted by scenic artists.
- » Working closely with other members of the scenic construction team to assemble elements of the set and fit them together for finishing, weighing and assembly prior to loading out.
- » Following all health and safety regulations.

PERSON SPECIFICATION

The skills required are varied. Essential skills for this role are:

Construction Skills:

- » Ability to work from scale drawings, models, plans, sketches, verbal ideas and references.
- » Basic practical woodwork, metalwork and other resistant material skills.

Personal Aptitudes:

- » Able to work under pressure and multi-task: we are often working on more than one production at a time.

Creativity & motivation

- » The ability to manage your time, meet deadlines and work within a team within a busy workshop environment.

Desirable Skills:

- » Completed training in scenic construction.
- » Experience of working in a busy workshop environment.
- » Basic computer skills.
- » Clean driving licence.

JOB REQUIREMENTS

- » Physically capable of undertaking the requirements of the position including lifting, bending, stretching and reaching for long periods of time. Also working at height on ladders and access platforms.
- » Flexibility regarding hours of work: basic hours of this position are 40 hours a week Monday to Friday, but working overtime in evenings or at weekends, on site or away, is also required to ensure the scenery is completed on time.

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