



Staging & Furniture Technician

£27,000 – £30,500 per annum + overtime & benefits

Company: Wise Productions (UK) Ltd

Location: London, United Kingdom (hybrid)

Hours: 8:00-4:00pm, Monday to Friday

Who We Are

Wise Productions is an **employee-owned** creative events production company based in West London, with a talented team of over 60 Co-Owners. With a longstanding commitment to innovation, excellence, and a client-centric approach, we pride ourselves on delivering unforgettable event experiences in the UK's most beautiful venues.

Our core values of **enthusiasm, dependability, collaboration**, and a **client-first** mentality are at the heart of everything we do, and our recruitment process is designed to zero-in on candidates who truly share these core values. For the right person, this is an exciting opportunity to join a highly regarded event production company, and be part of our future success as we leverage our employee-ownership model to drive further growth.

Position Overview

Reporting to the Staging & Furniture Manager, we are seeking a Staging and Furniture Technician to undertake the meticulous preparation, maintenance and organisation of our range of staging and furniture products. The role will involve the preparation of these items in our warehouse, ensuring that the requirements of each project are accurately prepared every time, with a strong focus on quality control and attention to detail. The post-holder will also assist with the safe loading and unloading of vehicles as required, and where necessary will attend site to assist with the installation and de-rig of staging and furniture items. When required, the post-holder will also work alongside freelance personnel, and will assist the Staging & Furniture Manager to ensure their work is undertaken in accordance with established processes and quality control standards.

Key Accountabilities

- Preparing staging and furniture products to a high standard
- Undertaking maintenance
- Maintaining a clean and safe working environment
- Loading and unloading vehicles
- On site installation and de-rig of items

Day-to-Day Responsibilities

- Ensure staging and furniture products are prepared as per the requirements of each project kits list and in accordance with the schedule agreed with the Staging & Furniture Manager.
- Ensure items are prepared in accordance with agreed processes with an emphasis on quality control and attention to detail.
- Identify quality issues or requirements for product maintenance and undertake both proactive and reactive maintenance in liaison with the Staging & Furniture Manager.
- Undertake general warehouse duties, including stock movement, cleaning, storage and general organisation to maintain a safe and tidy working environment.

Contact Details

www.wiseproductions.co.uk
+44 (0)20 8991 6922
events@wiseproductions.co.uk

Office Address

Unit 7 SEGRO Park Perivale,
Horsenden Lane South,
Perivale, Middlesex, UB6 7RH

- Undertake the loading and unloading of vehicles, ensuring that the activity is conducted safely and with consideration for the safe transport of sensitive items to avoid damage.
- Conduct diligent checks at the point of dispatching and receiving items, to ensure all project deliverables have been successfully identified to ensure requirements are fulfilled.
- Attend site to oversee or assist in the installation of staging and furniture products.
- Drive company or hired vehicles to/from site or other company premises to transport equipment.
- Undertake periodic stock checks of the function's warehouse inventory.
- Undertake the construction and finishing of scenic items to an agreed specification.
- Ensure work is undertaken with due regard to established health and safety procedures, reporting all hazard and incidents in accordance with company processes.

Who are you?

- Experience of working in a similar warehouse environment preparing staging and furniture products for live events.
- Experience of working on-site at events undertaking staging and/or furniture installation.
- Ability to undertake basic carpentry tasks and associated finishing (painting/wrapping etc)
- Ability to work as part of a team
- Keen eye for detail and a focus on quality
- Effective time management and ability to work to fixed deadlines
- Willingness to work outside normal working hours when required (company overtime scheme applies).

Wise Productions is proud to be an equal opportunities workplace and supports requests for flexible working arrangements subject to the needs of the business. We are committed to equal employment opportunity regardless of race, colour, ancestry, religion, sex, origin, sexual orientation, age, disability, marital status, or gender identity.

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WISE PRODUCTIONS COMPANY BENEFITS

At Wise, we believe in fostering a positive and supportive work environment. As part of our commitment to our Co-Owners' success and happiness, we offer a comprehensive and competitive benefits package. Outlined below are the array of offerings designed to enhance your professional journal and personal life. Your success is our success!

	BENEFIT	ENTITLEMENT
EMPLOYEE-OWNERSHIP	Opportunity of profit share dependent on company performance (including the first £3,600 tax free per annum)	EO benefits shared upon employment
	EO business model – benefits include becoming a company Co-Owner, Employee Voice, and business transparency	EO benefits shared upon employment
TIME OFF & FLEXIBLE WORKING	30 days annual leave, including bank holidays	Immediate upon employment
	Additional annual leave linked to length of service	After 1 year and up to 4 years of service
	Hybrid, flexible working arrangements (role dependant)	On passing probation
	Paid overtime or choice to take TOIL (time off in lieu)	Immediate upon employment
	Opportunities to apply for unpaid leave	Immediate upon employment
	Enhanced maternity, paternity & adoption leave	Linked to length of service
	Additional holiday pay based on average monthly earnings	Immediate upon employment
HEALTH & WELLBEING	Enhanced sick pay	On passing probation
	Health Assured Employee Assistance Programme (EAP)	Immediate upon employment
	Access to 'Medicash' – a healthcare plan with reimburses costs for every day health care	Level 2 – on passing probation Level 4 – after 3 years of service
OTHER	Salary sacrifice 'Cycle to Work' scheme and Octopus Energy 'Electric Vehicle Salary Sacrifice' scheme	On passing probation
	Annual team building day & quarterly socials	Immediate upon employment

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