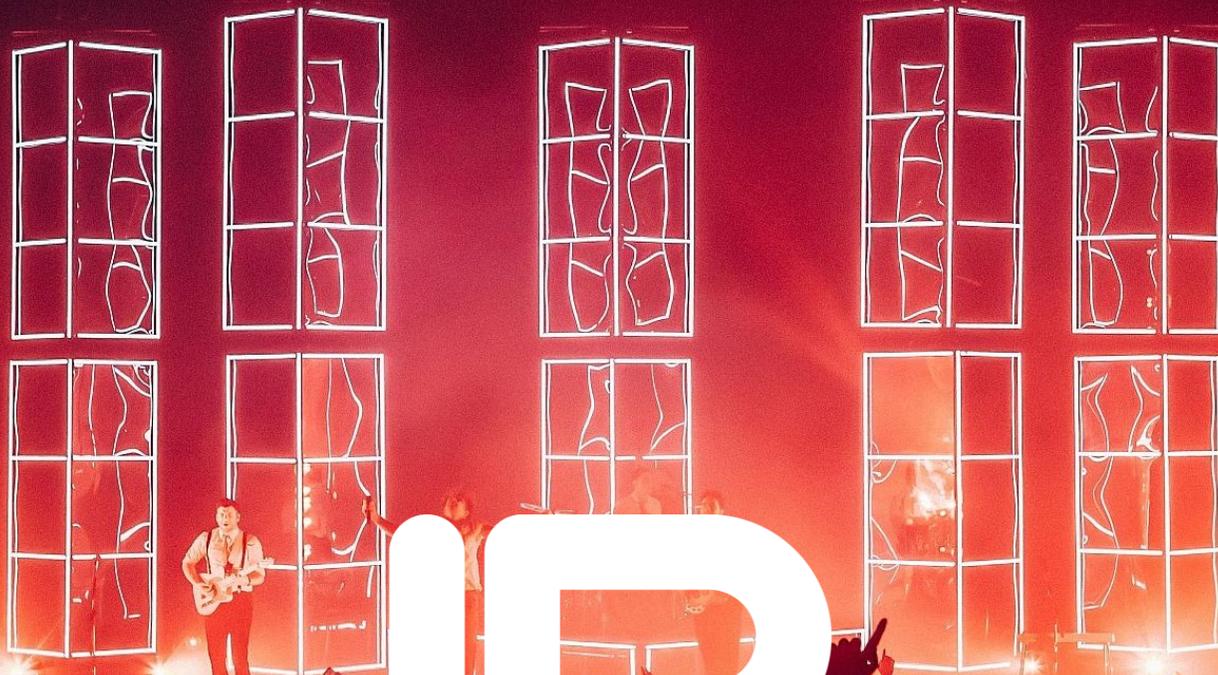


CREWING CO-ORDINATOR

JOB PACK // NOVEMBER 2022



LIGHTS | **CONTROL** | RIGGING



WE ARE

LIGHTS | CONTROL | RIGGING

We are an award-winning lighting rental company based in NW England.

Founded in 2015, we have gone from strength to strength with controlled investment in the latest sustainable technology.

Lights Control Rigging provides the equipment and specialised crew to the entertainment industry on an international scale, and we have won TPI's 'Favourite Lighting Rental Company' award for the past two consecutive years.

Our clientele include some of the biggest names in music, from Ed Sheeran to Rod Steward, Little Mix, Anne Marie and more...



PASSENGER
UK TOUR
SEPTEMBER 2021

WE DO THINGS THE **LCR** WAY

Our ethos is to set exceptionally high standards and maintain them across all sectors of our industry, regardless of the show and its scale.

We continually follow our high standards with how we go about our business and take pride in the quality and presentation of our equipment, which is the envy of our industry.

Our continual investment in the latest LED technology ensures that we can play our part on making events more sustainable, allowing us to make a real and meaningful impact on the environment.

Due to our continued growth, we are rapidly expanding our projects team at our main office in Darwen, Lancashire.



KREATOR
BLOODSTOCK FESTIVAL
AUGUST 2021



Red Bull

PASSENGER



CUFFE AND TAYLOR

FAT BOY SLIM

ENTER SHIKARI



SCARBOROUGH OPEN AIR THEATRE



Ed Sheeran



JACK MORTON



BECKY HILL ONLY HONEST ON THE WEEKEND

Wolf Alice



BENTLEY



We are lucky to have worked with some incredible brands, artists and productions THIS IS JUST A SMALL SAMPLE OF OUR VARIED CLIENTELE...

CREWING CO-ORDINATOR

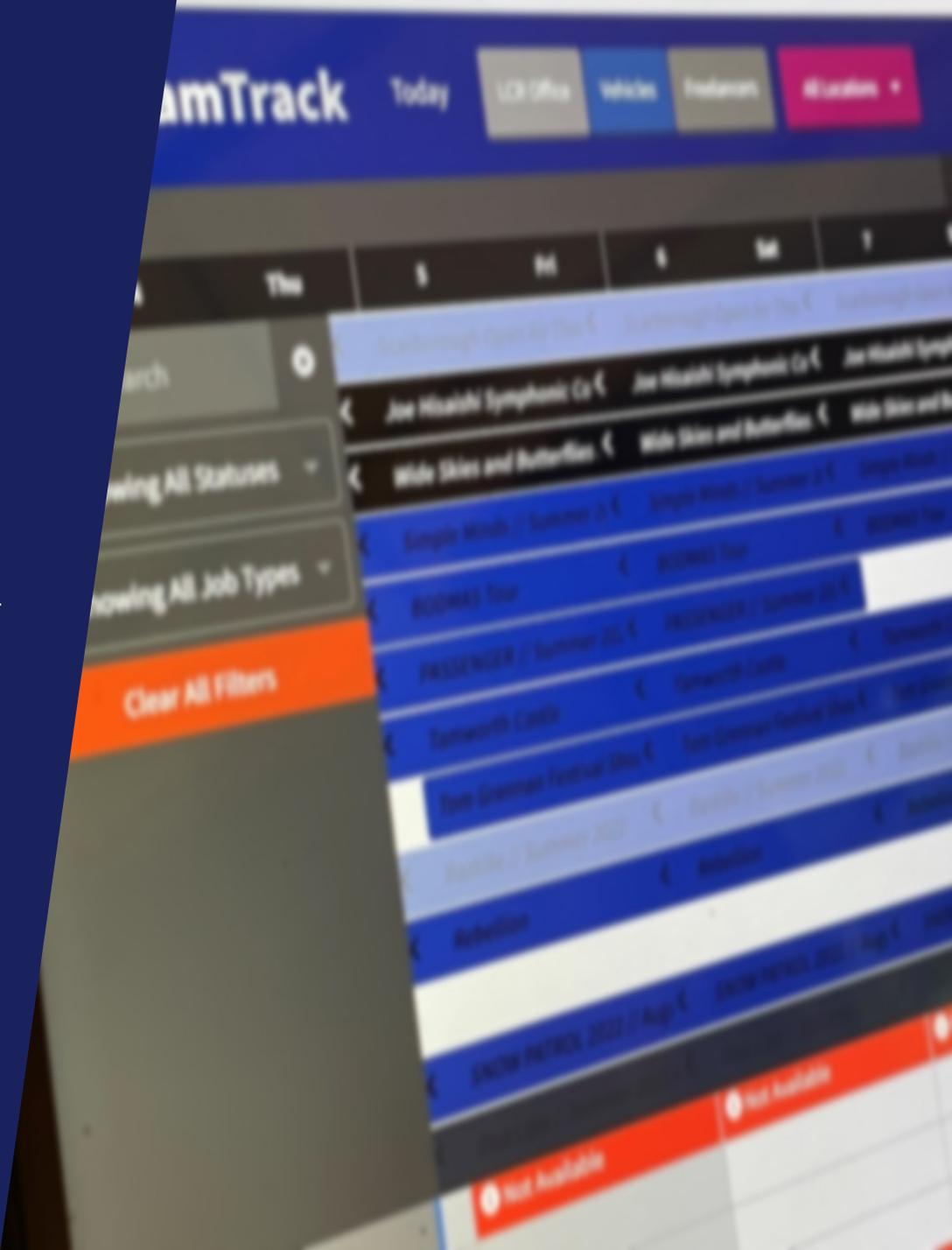
JOB OVERVIEW

We are currently looking to employ a full time crewing co-ordinator to join our existing team within our Projects Department.

As part of this role, you will be responsible for reviewing all crewing requests, source crew availability and then confirm crew for every project's requirements. Booking travel and accommodation for crew.

You will be responsible for providing our clients with an accurate crew schedule and contact sheet. Raising Purchase Orders and using our Rental Management Software and Crew Management Software

Training will be provided, as required. Career progression within our expanding company will be available.



CREWING CO-ORDINATOR

ROLE DUTIES

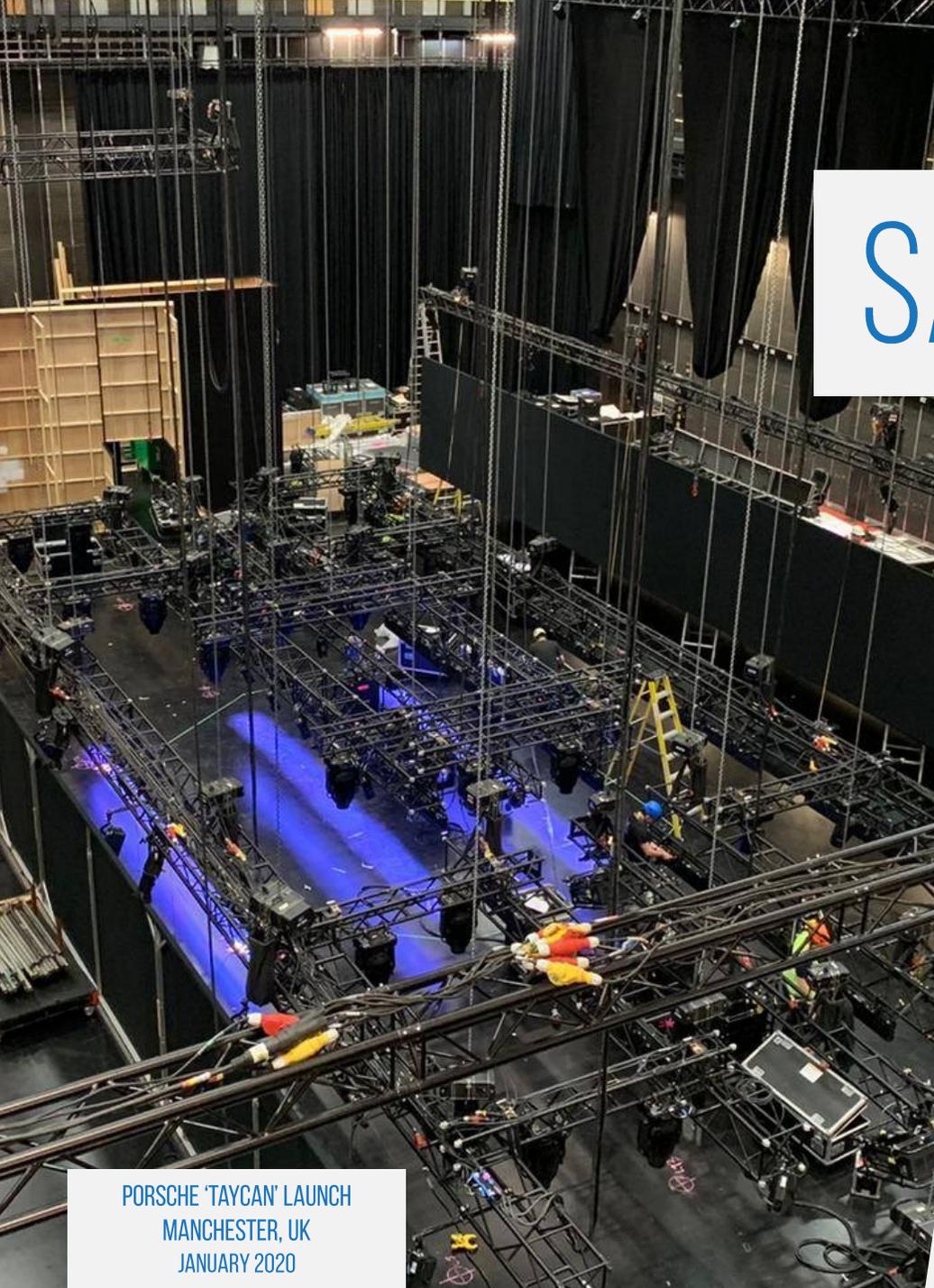
- Review incoming crewing requests.
- Freelance Crew Relationship Management.
- Raise Purchase Orders.
- Booking travel and accommodation for our freelance crew.
- Working closely with Project Managers and Account Managers to action tasks in a timely manner, ensuring deadlines and budgets are met.
- Using our Rental Management system to allocate crew as efficiently as possible, ensuring that it is always updated.
- Ensuring Freelance Crew paperwork is up to date.



CREWING CO-ORDINATOR REQUIRED SKILLS

- Excellent communication skills
- Able to work as part of a team
- Ability to identify problems and assist in resolving them
- Excellent time management and ability to work to deadlines
- Strong work-ethic
- Self-motivation and ability to take initiative
- Flexibility and a can-do attitude
- IT Skills essential - Competent in Microsoft TEAMS, Word, Excel and Outlook





SALARY & BENEFITS

Standard working hours are 0900 – 1800
Monday to Friday with 1 hour for lunch

Weekend working and out of standard
working hours may be required on
occasion.

Competitive salary, £23,000 – £26,000 based
on experience.

28 days per year holidays (includes Bank
Holidays)

Option to opt into workplace pension scheme

BUPA Private medical cover

PORSCHE 'TAYCAN' LAUNCH
MANCHESTER, UK
JANUARY 2020



DO YOU HAVE WHAT IT TAKES TO JOIN THE LCR TEAM?

If you think you have the skills, ambition and desire to join our dedicated and growing team, and share in our continued success, please apply, including your CV, stating why you feel you are suitable for the position.



NYE FIREWORKS 2021
LONDON, UK
DECEMBER 2020



LCR

LIGHTS | CONTROL | RIGGING

ANY QUESTIONS?

STEVE BLISS

HEAD OF PROJECTS AND LIVE EVENTS

steve@lcr-rental.com

LIGHTS CONTROL RIGGING PRODUCTIONS LTD

Unit A Tower Business Park

Commercial Road

Darwen

BB3 0FJ



LIGHTS | **CONTROL** | RIGGING