

Job Opportunity – Operations Manager

Light Fantastic Production Services Ltd provide high quality lighting, audio, video and scenic solutions to the live events industry. Our clients rely on us to deliver bespoke production solutions to a wide range of prestige live events across the UK & Europe.

Due to continued growth an opportunity has arisen for an enthusiastic individual to join our team in the role of Operations Manager. Based at our premises in Borehamwood, Hertfordshire you will take the lead in supporting our Project Management team in ensuring the efficient delivery of a wide range of live events.

In this role you will ensure the provision of key services including logistics, crewing, trucking and equipment subhire as directed by the requirements of our Project Management team. You will also form the key link between the Project Management team and Warehouse Manager to ensure the warehouse is staffed appropriately and fully appraised of logistics plans. You will have a major impact in the growth of the company, instigating operational procedures and functions which are robust and scalable.

The ideal candidate will have a background in the lighting / audio / video industry and an inherent understanding of the time pressures and deadlines which are essential to the success of our work. A creative problem solver, you will be confident in resource management and able to adapt and react to changing circumstances at speed. A positive, can-do attitude is essential along with the drive to build an Operations Management infrastructure and team.

You must be enthusiastic, eloquent and comfortable communicating with both internal and external stakeholders by phone, email and in person. You will be extremely computer literate and a familiarity with Autocad would be beneficial. Excellent interpersonal skills will be essential along with a good sense of humour!

Due to the nature of the live events industry working hours will be flexible and will include occasional evening and weekend work where required. A full driving license will be extremely beneficial.

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Key elements of the role will involve:

- Taking a broad oversight of all projects to ensure relevant departments are aware of operational requirements
- Instigating operational procedures to ensure efficient delivery of projects & resources
- Supporting the warehouse manager to ensure the warehouse is adequately staffed to suit the operational needs of the business
- Booking external & internal crew and transport for events
- Managing company vehicles and their use
- Providing line management to internal production staff
- Following company processes to ensure internal & external clients receive the best service possible
- Liaising between internal staff as required

Salary negotiable depending on experience. To apply, please send a CV to careers@lfps.co.uk.