

Job title	Operative (Access)		
Job family	Technical Production	Band	B

Job purpose

Work as part of the production crew and ensure in collaboration with resource teams the safe and timely arrival of vehicles at an OB site or studio location. Duties also include rigging technical equipment, laying cables, operating power generators and other specialist OB equipment and assisting the operational crew.

Key responsibilities and accountabilities

- Assist in the planning stages of a project to generate a parking and cabling plan, supervise staff as required
- Load, unload and clean vehicles. Carry out driver checks and first line maintenance and report faults promptly
- Lay out cables, deploy camera mounts
- Track cameras as required
- Rig communications equipment and panning aerials
- Rig OB and studio equipment including seating and staging
- Assist the Operational crew with rigging equipment such as, PA, monitors etc.
- Rig and pan aerials associated with Outside Broadcasts
- Rig and operate a range of Grips equipment including tracks, camera cranes and dollies

Knowledge, skills, training and experience

Essential

- Full Driving Licence with entitlements for Category B, B+E, CI, CI+E, C, C+E
- Working knowledge of current Transport Legislation

Desirable

- Some training in the following areas will be an advantage:
 - Manual Handling
 - Hoist Awareness
 - Knowledge of Ropes and Slings
 - Electricity at Work Regulations
 - Working with Hydraulics
 - Working with Overhead cables
 - Fire Awareness
 - Working at Height
 - Display Screen Equipment
 - Working with the Public
 - Risk Assessments

Job impact
<p><i>Decision making</i></p> <p><i>Scope</i></p>

Other information	
For Reward team use only	
Job Code	
Definition:	Content

This job description is a written statement of the essential characteristics of the job, with its principal accountabilities, incorporating a note of the skills, knowledge and experience required for a satisfactory level of performance. This is not intended to be a complete, detailed account of all aspects of the duties involved.

Approval	
Manager	Carrie Reynolds
HR Business Partner	Alex Dobbie, SHRBP
Date	29/06/19