



Event Production & Design
5 Bellingham Trading Estate | Franthorne Way | London | SE6 3BX

Senior Warehouse Equipment Preparation Technician

Pay: £32,000 - £35,000
Location: London, SE6 3BX – In Person role
Starting: Immediate
Reporting to: Warehouse Manager

The Company

Light Motif is a London based full-service event production company, providing creative specialised solutions and technical equipment for a wide range of high-profile live events in some of London's most prestigious venues and global brands. [Venues we work in \(click here\).](#)

We provide technical production (lighting, sound, AV, custom scenery, furniture, graphics, etc.) to a range of high-profile events. The work is fast paced (install times of 45 minutes are not uncommon) and diverse in scale but offers a chance to be part of some of the most unique events in London.

As a rapidly growing team we can also offer many routes for internal promotion, as well as the opportunity to experience a number of different aspects of the business.

The Role

Role Description

We have an opportunity for a self-motivated & dependable individual with an eye for detail to join our small dynamic team as Senior Warehouse Equipment Preparation Technician. This key role involves the testing and preparation of a range of lighting, audio, video and technical equipment, for use on a wide range of high profile live events.

You'll work under the Warehouse Manager helping to run the warehouse including supervising teams of both full time junior staff and freelance warehouse crew on a day to day basis. You'll be responsible for ensuring all equipment is prepped according to our high standards, is shipped to site on time, and checked back in

properly on return. You'll also assist in training, developing and supporting less experienced members of the team and be pro-active in looking for ways to improve our processes.

This role involves a significant amount of manual handling, and so a reasonable level of physical fitness and capability is required.

Duties & Responsibilities

- Prep equipment to company standards to meet job requirements.
- Conduct both safety, operational and visual presentation checks on equipment before packing & dispatch.
- Ensure all equipment is properly and safely packed, identified and labelled as required by job paperwork, and that truck packs are loaded in a secure and sensible manner.
- Check items back in on return and deprep to shelf to enable rapid turnaround of equipment and raise any issues with returned equipment to the Warehouse Manager and Operations team.
- Raise issues and queries regarding job equipment requirements to Operations and Projects staff, and work with them to determine suitable resolutions.
- Monitor stock and maintenance levels and raise any issues to Warehouse Manager.
- Carry out basic repairs and maintenance to equipment as required.
- Communicate effectively with Warehouse, Workshop, Operations and Projects team members to ensure the delivery of our events.
- Receive deliveries, check items on receipt, and deal with any issues including refusal or return of goods as necessary.
- Drive our Luton Vans to facilitate equipment hires and returns as well as to/from event sites on occasion.
- Assist the Warehouse Manager in running a tidy and organised warehouse, including complying with all health and safety requirements and our company policies.
- Deputise for other warehouse team members when required to cover absences.

Your Skills & Experience

Required

- Minimum of 1 years experience in a similar warehouse or logistics role.
- Understanding of warehouse health and safety operations, including racking safety, pallet trucks, and COSHH substances.
- Previous experience of supervising junior staff and/or running small warehouse teams.

- Used to operating in a time-critical environment, remaining calm under pressure.
- An interest in technical equipment and a demonstrable ability to service, repair and prepare equipment to a high standard.
- Driver's license, no major driving offences, disqualifications or convictions at any time.
- Basic IT literacy.
- Clean driving license preferred. Maximum of 3 penalty points on license for minor offences before.

Advantageous

- Experience of inventory management systems and maintenance procedures.
- Prior knowledge of theatre or event lighting, sound, and/or AV equipment.
- Prior experience of theatre or event production.
- License to drive 7.5T or 18T vehicles or a willingness to undertake training as part of role

Working Hours

The role is based at our London office/warehouse in Bellingham, SE6 3BX.

Regular working hours are 09:30 – 18:00, Monday – Friday.

Due to the nature of the events industry, this role will involve variable work times and occasional extended hours, including weekend work, especially during our busiest months (June, October, November, early December) A fair amount of flexibility in working patterns and an ability to work early mornings, late evenings and/or weekends when required is expected from all applicants.

Our Culture

We believe that high-end production shouldn't come at the cost of our team's well-being or the environment.

As a certified Living Wage Employer, we ensure your skills and experience are rewarded with fair compensation that helps meet the rising cost of living. We also recognize the pressures that can come with working in a fast-paced industry and have signed the Mental Health at Work Commitment to support mental wellbeing. At the same time, we are reducing our environmental impact by switching our vehicle fleet over to HVO fuels to reduce our transport emissions by up to 90% as part of our Net Zero roadmap.

We are dedicated to creating an inclusive environment and heavily encourage applications from under-represented groups, including those with disabilities, women, and LGBTQ+ individuals, and are committed to equitable career progression, mentorship, and equal pay. If you require any reasonable adjustments or accommodations during the recruitment process, please let us know. All disabled applicants who meet the minimum criteria for this position are guaranteed an interview but please note this is a physically demanding role.

Benefits

- A minimum of 28 days' paid annual leave including bank holidays
- Overtime pay when you work any additional hours for us.
- Access to a 24/7 private GP and physiotherapy and mental health support and digital wellbeing tools.
- Access to legal and debt advice through our EAP service.
- Flexible working hours and reasonable time back following intensive event-delivery periods.
- Office kitchen stocked with tea, coffee, squash, biscuits and other small snacks for when you need a little boost as well as a microwave, electric hob, and airfryer plus a few basics like bread, butter, jam, and a variety of condiments to give you flexibility when planning your lunches.
- Occupational sick pay and pension contributions through auto-enrolment.
- Cycle to Work scheme, including financing for standard bikes, safety equipment and e-bike options.
- Retail & Gym Discounts.
- Free on-site parking.

How to Apply

Please send a CV and covering letter, **FAO: Warehouse Manager** to careers@lightmotif.co.uk

Please ensure the job title is in the subject line of your email.