



You may not have heard of Stage One, but we can guarantee you will have seen our work.

From the set of TV show The Voice, to the Eurovision Song Contest stage, and even the set for Ed Sheeran's Mathematics Tour and the 2012 Olympic Cauldron we produce work that is seen all over the world.

We are a creative construction and manufacturing company and are responsible for delivering some of the most iconic projects in recent times.

We are a multi-disciplined manufacturer spread over 12,000sqm of estate, with four facilities that house engineering, fabrication, woodwork, finishing and specialist manufacturing.



Assistant Project Manager - Technical

The Role:

The Assistant Project Manager is responsible for supporting the Technical Project team in coordinating and managing a wide variety of projects from the initial brief through to the installation on site and completion. Working closely with all other departments, the Assistant Project Manager will communicate effectively, prioritise, multitask, and build excellent working relationships with internal departments, external suppliers, and our clients.

→ **Salary:**

Competitive/Dependent on Experience

→ **Hours of Work:**

07:30 – 16:00, Monday – Friday + additional sitework

→ **Location:**

Tockwith, York, & Site Work Worldwide



Assistant Project Manager - Technical

Key Responsibilities:

- Supporting the Technical project team in the successful delivery of projects.
- Overseeing the installation of the project on site, travel to UAE, and international travel to attend site.
- Leading the production of a project through manufacturing/engineering workshops at the Company's base in Tockwith and work closely with the Production Management team to oversee the relevant manufacturing processes through the production phase.
- Identifying, escalating, and managing any matters that could pose a potential contractual/commercial risk.
- Facilitating communication, co-ordination, and information flow with the client and within the project team, including any subcontractors and partners (internal and external).
- Ensuring the varied and bespoke items for each project are made to the required standards and to deadlines.
- Organising and preparing loading & logistical plans to ensure projects are efficiently transported to & from site.



Person Specification

Qualifications:

ESSENTIAL:

- A general education to include 5 GCSE passes at Grade C or above (including Maths and English), or an equivalent educational qualification, or relevant experience.

Personal Attributes:

ESSENTIAL:

- Positive attitude to work, drive, enthusiasm and commitment.
- Ability to work under pressure.
- Strong attention to detail.
- Enthusiasm to support other areas of the department as required.
- Collaborative working style and willingness to input with shared ideas and problem solving.



Person Specification [CONTINUED]

Skills, Experience, Abilities & Competencies:

ESSENTIAL:

- Experience in a manufacturing background.

DESIRABLE:

- Experience of working in the large-scale events, theatre and TV sets, ceremonies, art installations and architectural pavilions industries.



STAGE ONE

Interested?

If you would like to apply,
please send your CV and covering letter to
recruitment@stageone.co.uk