

satis&fy Technical Producer

Position Location(s): Hillsboro, OR and Brooklyn, NY
Classification: salaried exempt
Full or Part: Full time
Travel: up to 50%; as needed by project demands
Manager: Head of Technical Services (US)

The Technical Producer is responsible for supporting the client services team by providing expertise and guidance in the development and execution of event technical solutions for our clients. This person advises Project Managers, in addition to end clients on event technical recommendations and specifications, including audio, video, LED, lighting and rigging technologies during the designing, quoting, implementation phases of the project.

The Technical Producer's mission is to handle projects successfully, giving due consideration to all technical specifications and aspects. In doing so, the TP observes all applicable technical standards and safety regulations.

Providing expertise and advice to the Project Manager, the Technical Producer contributes to professional, high-quality project management. The focus is on service oriented consulting and customer care. The TP devotes particular attention to the correlation between customer requirements and technical feasibility, tracks the progress of the individual Services' plans and merges them into a final plan. It is the Technical Producer's responsibility to draft an overall plan and rule out potential sources of errors.

Key Job Responsibilities:

- Supporting the client services team by providing expertise, guidance and assisting in the development and execution of event technical solutions for our clients
- General understanding of event technology systems in audio, video, LED, lighting and rigging.
- Quoting and entering projects using the company ERP inventory management software, optimizing utilization of owned equipment.
- Identify and assist in prioritizing tasks to technical producers, designers, and other team members to ensure competent support for all, especially large-scale projects involving internal and external resources
- Foster strong relationships with vendors across the country and direct the team to trusted partners with proven capabilities
- Collaborate with other stake holders to define and implement a standardized workflow for technical design
- Establish and maintain equipment management standards and system design standardization

- Identify industry standard tools and techniques to aid in communication with clients and vendor partners and educate team members in them as well
- Coordinate with the CAD department to define standard workflows for technical integration
- Partner with leadership to streamline project workflows

Position Requirements

- Excellent computer skills including, but not limited to: MS Office, AutoCAD and VectorWorks, Outlook, Oneview, Dropbox etc...
- You have extensive knowledge of integrating technological systems into staging, scenic, venues and branded environments
- Skillful in negotiating and finding creative solutions to complex problems especially in the field of experiential events – from virtual to physical
- Committed to demonstrating and supporting a safe working environment
- Self-starter with a high level of attention to detail, organization, and follow through
- Team oriented personality that thrives in a multi-cultural, multi-disciplinary work environment encompassing diversity in culture, experience, beliefs, and opinions
- Enthusiastic about mentoring others and sharing knowledge
- Foster a hands on, goal getter mentality
- Materials handling experience is required
- Ability to learn and become expert in proprietary software
- Work flexible hours; including what can be extremely working long days during events

Please keep in mind that this job description is not intended to be a complete list of all duties and responsibilities associated with the position; tasks may change as deemed necessary. This job description does not constitute an employment agreement between the employer and the employee.

Benefits: We offer medical, dental, vision and other voluntary coverages; 401K plan, gym reimbursement and generous PTO + holiday package.

SATIS&FY LLC is an equal employment opportunity employer and does not discriminate on the basis of gender, gender identification, age, race, color, religion, national origin, sexual orientation, genetic information, mental or physical disability, marital status, uniformed services status, or any other state or federally protected classifications.

If you would like to apply to this position, please email your application to nischitashrestha@satis-fy.com.