

Rep Job Profile

Job Title:	Paintshop Assistant	Department:	Production
Contract Type:	Fixed term (ending early 2027)	Salary (Grade):	£14.01 per hour (Officer 1)
Hours:	10 hours per week	Reports to:	Head of Scenic Art

Role Summary

The Paintshop Assistant will assist the Head of Scenic Art with the day-to-day maintenance of paintshop, tools and equipment.

Main Responsibilities

- Keeping the paintshop tidy and organised
- Assisting with storage and maintenance of tools and materials
- Prepping and priming scenic items as required
- Contributing to safe working practices
- Opening and closing paintshop as required
- Operating tools and equipment related to scenic work
- Assisting with moving scenic items
- Assisting with stock taking

The duties and responsibilities set out should not be regarded as exclusive or exhaustive. The post-holder may be required to undertake other reasonably determined responsibilities appropriate to the level of the role.

Accountabilities

You will be responsible for...

Paintshop key holder

Person Specification

You must have...

- Strong work ethic
- Adaptability
- Good organisational skills
- Time management
- Experience of working in a workshop environment
- Basic health and safety knowledge

If you do not demonstrate that you meet these minimum criteria, you may not be shortlisted.

It'd be great if you had...

- COSHH training
- Manual handling training
- Knowledge of paint and scenic materials
- Experience of prepping and priming a variety of surfaces