

Technical Event Production Project Manager (Freelance)

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Company: The Production Team

Location: Dubai

Category: healthcare-practitioners-and-technical

Our client, a leading British University, requires an experienced, Dubai based freelance Technical PM to lead on the technical production of events which will run alongside the COP28 Summit.

In this role, you will

Collaborate with the internal team to understand the technical and logistical requirements of the event.

Update the production plan sheet that I have developed that outlines equipment, technical staff, and timelines.

Source and manage the setup of all necessary equipment, ensuring it meets the event's technical specifications.

Identify and contract with external vendors and suppliers for scenic and branding elements.

Recruit, hire, and manage technical staff, such as audio engineers, lighting technicians, and stagehands, if applicable.

Provide guidance and supervision to the client's production team, ensuring they are well-coordinated and executing their tasks effectively.

Oversee technical rehearsals, sound checks, and equipment testing to ensure all

systems are functioning correctly.

Ensure that all technical aspects comply with health and safety regulations to guarantee the well-being of event participants and staff.

Be prepared to address technical issues or emergencies that may arise during the event, finding swift and effective solutions.

Oversee the quality and precision of technical elements during the event, such as audio clarity, lighting effects, and stage setups.

Coordinate the logistical aspects of event setup and teardown, ensuring equipment is loaded, transported, and set up on time and according to plan.

Requirements

The ideal candidate will:

A **freelancer** available to work from **13th November 2023 - 13 December 2023**

Possess a strong understanding of audio-visual equipment, lighting systems, sound systems, and other technical elements relevant to event production. Most of these elements are provided by the client, you will just need to manage the team.

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