



The Joburg City Theatres (JCT) is an entity of the City of Johannesburg Metropolitan Municipality that stimulates and operates Joburg Theatre (Braamfontein), Roodepoort Theatre and Soweto Theatres.

**PERMANENT POSITION**

**Department:** Stage  
**Branch :** Soweto Theatre  
**Designation:** Stage Technician (Ref: ST/09/2020)  
**Salary:** R14 240.70 (Basic salary excluding benefits)

**Key responsibilities will include, but not be limited to:**

Attend production meetings and regular technical department meetings as required ● Prepare props, furniture, and costume lists in consultation with both director and designer and ensure that suitable substitutes are available from the beginning of the rehearsal period ● Prepare the rehearsal and ensure space is correctly marked out in terms of the design ● Draw up a rehearsal schedule in consultation with the director and ensure that details are communicated to all members of cost on an ongoing basis and that punctuality is encouraged ● Works on SM corner during the performance ● Ensure that he/she is familiar with all lighting/sound equipment that he/she will be required to operate once in the theatre and arrange training with the technical manager in advance if needed ● Allocate dressing rooms and ensure that they are clean and usable before the first call ● Assist at the plotting session by walking as required by the lighting designer ● Ensure that all technical notes from the director and designers re- communicated to the technical manager and dealt with as expediently as possible ● Assume responsibility for running the production, ongoing maintenance, and the acquisition and kept that way for an entire run of production ● Ensure that all calls are given timeously and that cast is informed of correct performance times daily in advance ● Communicate any problem in respect of either show or venue to the appropriate day staff through the performance report ● To order new/hire technical equipment within authorised budgets ● Ensure that all borrowed/hired props ,furniture, and equipment are returned in good order at the end of the production run ● Assembling the production equipment on stage ● ● Assist in maintaining theatre infrastructure ● Ensuring no hazards exist on stage ● Reporting of any damages ● Adhere to all Health, Safety, and Fire regulations always without compromising

**Appointment Requirements:**

Grade 12/Matric plus relevant certificate ● 3 – 5 years practical work experience in theatre management● Negative criminal vetting .i.e. no criminal record ● Experience in scenery and set building and /or Carpentry● Physical strength to lift heavy equipment is required● Computer literate ● Good verbal and written communication in English ● Must be a South African Citizen

Interested persons are requested to send their cover letter, detailed CV, recently certified copies of their qualifications and the Identity documents not longer than three months, quoting the relevant reference number to Mr. Thomas Sadiki, The Human Resources Manager, Joburg City Theatres, via email to: [jobapplications@joburgtheatre.com](mailto:jobapplications@joburgtheatre.com)

**Enquiries: (011) 877 6859 / 6821**

**CLOSING DATE: 12 OCTOBER 2020**

Joburg City Theatres is an equal opportunity employer and this position will be filled in line with its EE targets. Preference will be given to designated groups including people with disabilities.

**PLEASE NOTE:** JCT reserves the right not to make an appointment. Applications must contain at least 2 referees. Late submissions and/or applications will not be considered. Submission without certified copies of qualifications will not be considered. If you have not heard from us within 6 weeks of the closing date, please consider your application unsuccessful.

**Only those applicants required for an interview will be contacted.**

