

## **JOB VACANCY: TRAINEE PROJECTS ASSISTANT**

### **COMPANY**

Control Lighting Ltd is a leading Lighting Control Solutions company with over 18 years experience in Control and Systems integration in the Building and Theatrical sectors and beyond.

Control Lighting Ltd is based on an industrial estate in Buckinghamshire which has good links to our main client sites across the UK.

### **ROLES AND RESPONSIBILITIES**

Due to current expansion and an ever-increasing workload, the company requires a Technical Projects Assistant to assist the projects department in all aspects of project work, from design and build right through to programming and commissioning.

The role is based at our modern office and workshop in Long Crendon, Buckinghamshire – but also at a multitude of exciting client sites. Included is a varied list of tasks from technical drawing to physical assembly, onsite commissioning and more.

No prior experience is required for the right candidate, as full training both in house and on dedicated courses can be supplied – although basic computer literacy is essential, and any experience in any form of Lighting, Audio or AV could well be advantageous.

If you are a responsible, driven character and a logical thinker with an eagerness to learn new skills onboard an ever-expanding company that offers great benefits, then we'd love to hear what you could bring to our team.

### **OTHER REQUIREMENTS**

The salary will be based on the successful candidates experience and negotiations. However, it will be set to a level that reflects the need to travel to and work on client sites.

A company pension scheme is in place and a favorable expenses arrangement will be offered.

Travel to client/ projects sites (local, regional, national and international) will be required including attending meetings with clients/ contractors and carrying out on-site work, therefore candidates will need to have a full driving licence.

Candidates must be eligible to live and work in the UK without visa restrictions.

As our offices are based on the 1st floor of the building with no lift access, candidates are asked to notify us of any adjustments they may need in order to attend for interviews.

Hours of work: This is a full-time position working basic 40 hours per week, Monday to Friday, 09.00am - 5.30pm. However, due to the nature of some client projects being in the retail sector, working hours will include evening and weekend work.

### **How to Apply**

Please email your CV to [careers@control-lighting.com](mailto:careers@control-lighting.com) with a personal statement explaining specifically why you think you should be considered for the job. You should include your current remuneration package.