

Sound Associates Job Description



SOUND ASSOCIATES
PROJECTION | SOUND | CINEMA | DIGITAL

Keeble House, 81 Island Farm Road
West Molesey, Surrey KT8 2SA
Tel: +44(0)20 8939 5900
www.soundassociates.co.uk

Job title	Cinema Engineer	
Direct Reporting Line	Senior Engineer	
Key relationships	Internal	Direct working contact with Engineers, Service Admin, Workshop Staff.
	External	Primarily customers and some suppliers

The Company: Sound Associates Limited specialises in the installation of Cinema Projection and Sound systems. The company was formed more than 60 years ago and is a well-established and highly respected name in the cinema industry. The role is part of the wider SA Engineering Team and will cover various activities including but not limited to Equipment Service and field install/after-care responsibilities (including regular on-call support) as directed by the Senior Engineer.

Job Summary: The goal of this role is to fulfil our customers' service and installation requirements. The servicing of projectors which tend to have annual repeatable service regimes, potentially assisting the Sales Director to advise of equipment specification, and produce detailed schematics, CAD drawings, DSP design. The role needs a fully experienced engineer capable of fault finding and thinking on their feet. Often lone working both at home and abroad, sometimes at short notice. SA operates an on-call rota approx. one week in 6. The on-call engineer will be responsible for helping any of our Agreement customers with their technical enquiries between the hours of 9.00 am and 10 pm. This is a direct client-facing role, you will be an SA representative.

- Key tasks:**
- Execute service procedures on all projector types.
 - Update SA Database & Job Sheet information.
 - Assist the rest of the engineering team generally.
 - Carry out occasional workshop tasks.
 - Carry out Repair & Maintenance work on a range of Projector, Server & Sound Equipment.
 - Perform pre-testing before equipment is shipped to the cinema.
 - Liaise with other trades to complete an installation in an efficient manner, electrical installers, heating and ventilation, amongst others.
 - Provide On-Call support approx. 1 week in 6.
 - Provide Support to the sales teams, including site visit and recommendations.

- Personal Attributes**
- Excellent technical capabilities
 - Excellent computer knowledge (Office 365)
 - Organised approach to work
 - Knowledge of wiring & mechanical assembly
 - Knowledge of software/firmware updating procedures.
 - Knowledge of Materials Handling methods & equipment
 - Willingness to learn new technologies
 - Understanding of importance of information sharing and good communication
 - Ability to work with peers & different stakeholders
 - Good communication (incl. telephone & written skills) and attention to detail

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- Flexibility to work off-site at client premises involving travel & overnight stays
- Attendance at relevant (off-site) training courses
- Full UK Driving License

Key Performance Indicators

- Engineer Skills Matrix
- Training Plan
- Job Sheet accuracy.

Remuneration

- Basic Salary – competitive - depending on experience and knowledge of the industry
- 25 days holiday
- Travel Insurance
- Health Insurance (after one year of service)
- Motor Vehicle
- Career progression path

These duties are not exhaustive; they will be subject to periodic review and may be amended to meet the changing needs of the business. The post holder will be expected to participate in this process, and we would aim to reach agreement to the changes.