

# Recruit



Job Title: **Carpenter**

Reporting to: Senior Carpenter

Salary: £22,004 annually

Full Time | Permanent

Hours: As required, but no less than an average of 39 hours per week and within the Working Time Regulations

Holiday entitlement: 20 days + Bank Holidays

Period of notice: 1 month

Application deadline: 10am Monday 13 December 2021

Fill in our application form at [www.queens-theatre.co.uk/qrecruit](http://www.queens-theatre.co.uk/qrecruit)

For assistance please email [recruitment@queens-theatre.co.uk](mailto:recruitment@queens-theatre.co.uk)

Applications by CV will not be considered

Timeline:

First round interview via QTH Zoom: Thursday 16 December 2021

Second round interview, in-person at QTH: Tuesday 21 December 2021



**Purpose of the Role:**

Working in the workshop at Queen's Theatre Hornchurch building the scenery for productions.

**Main Duties:**

- With the Senior Carpenter, build all sets to the highest quality
- Follow best working practices in terms of safety
- To personally comply with the Theatre's Health & Safety Policy
- To help with the building or making of props and be responsible for making larger props and furniture
- To assist the Senior Carpenter with keeping accurate stock records at all times, carry out periodic stock checks as requested
- To assist on all fit ups and get outs
- To ensure that all workshop equipment is in safe working order at all times
- To undertake running repairs to sets built at the Theatre or by external contractors
- To undertake other tasks as may be reasonably required by the Senior Carpenter
- To be an effective representative of the Queen's Theatre Hornchurch in all situations and demonstrate the highest level of customer care and service
- To undertake training as required
- To be aware of, adhere to and uphold the Theatre's policy on Equality of Opportunity

**Experience:**

Essential            Proven Carpentry skills  
Desirable            Work on fit ups and get outs

**Skills & Abilities:**

Essential            A knowledge of construction techniques and materials  
                                 Knowledge of Health & Safety

Desirable            Knowledge of technical drawing software  
                                 Ability to read and work from scale drawings

**Qualifications:**

Desirable            Vocational qualification in carpentry