Hartshorn - Hook Enterprises is a creative group of companies, working across live entertainment, hospitality and lifestyle. We are renowned for producing world-class immersive and traditional theatre and providing services to the live entertainment industry, as well as our hospitality brands, such as The Lucky Club and The Farrier, Camden.

The HHE group creates amazing experiences, from productions to marketing campaigns and from ticketing to merchandising. Our companies share values of **quality, innovation, welfare and equality.**

We are keen to attract a diverse applicant pool, and we are aware that some under-represented groups can be less likely to apply for jobs unless they are sure they comfortably meet all the criteria. With this in mind, we encourage all potential candidates to reflect on their strengths and experience in the broadest sense, including transferable skills where appropriate, when considering their suitability for the position. In all cases, we will select the best candidate for the role.

We value doing good things with good people and believe that the work process is as important as the outcome of the work itself. We're focussed on finding team members with personality, enthusiasm, spirit and loyalty, who want to make work fun and make fun work. Skills can be taught and progressed: what matters at Hartshorn - Hook is the spirit and attitude of the team.

Job title	Maintenance Manager
Reports to	Head of Venues & Operations

What are we looking for?

Purpose of Role	To assist in maintaining the buildings and to carry out repairs across all venues within the Hartshorn Hook family of companies.
Responsibilities	• To perform maintenance on both the venues and the productions, where it falls under your skill set • Performing regular maintenance checks as required and as directed by the Head of Venues and Operations • Assisting and accompanying contractors when they are on site performing their regular maintenance checks and inspections on all building related matters • To proactively contribute to compliance, legislation, and all other regulations in place • To undertake any other duties that fall within the role
Qualifications & Experience	• Experience of maintenance within listed buildings • A working knowledge of Health & Safety, Fire Safety and First Aid • Previous experience of working across multi-space venues is preferable although not essential

Capabilities & Characteristics	• Excellent communication skills • Ability to remain calm and perform under pressure • A positive and flexible approach to work

What can you expect from the role?

Salary	Circa £25,000 pa
Contract Length	Ongoing
Working Conditions	The position is Monday to Friday 10am to 6pm and is based in Davies Street, Mayfair but requires additional work at The Vanguard, The Farrier and The Lucky Club Terrace in Camden Market. Whilst some specific tools may be purchased, it is anticipated that candidates should provide many of the basic tools required for maintenance and a locked cupboard or area will be provided for the storage of such tools.
Physical Requirements	Some physical labour is required within the role.
Company Extras!	• Employee discounts and deals for our food & beverage offerings such as at The Lucky Club and The Farrier • Invitations to press nights and product launches • Ticket discounts or complimentary tickets to our shows • A day off for your birthday!

How to Apply

Please send a CV and cover letter telling us how you meet the job description and why you are interested in the role. Please send to andrew.mills@hartshornhook.com with “Application for Maintenance Manager” in the subject line.

If you have any access requirements or you would like to speak to us about ways of making your application (eg. a video application) or interview process more accessible, please do not hesitate to contact us on andrew.mills@hartshornhook.com or 020 3745 4450

The closing date for applications is Thursday 31st March 2022 with interviews to be held shortly after this date.