

JOB DESCRIPTION

POSITION: Site Manager, APAC
REPORTS TO: Operations Manager, APAC
Location: Hong Kong

ROLE OVERVIEW

Oversee all onsite activities of Audio Visual projects. Act as the client's primary site contact with the company and ensure that all installations are carried out in a professional and safe manner, and to the quality expected from AVMI. This position is responsible for onsite client and design team liaison as well as managing and coordinating the engineering teams assigned to you onsite for each project. The role will require involvement at earlier stages than would be normal in an engineering role including interfacing to project engineering, rack build, commissioning and programming stages of each project. Ability to develop and maintain a strong partnership with assigned Project Manager who will be in overall control of the project. Ensure good clear level of communication with all internal divisions of the business as well as with our clients.

ROLE AND RESPONSIBILITIES

- Nationwide and international delivery and installation of clients specified solutions including Video Conferencing, Creston and AMX control systems.
- Working closely with the Project Managers and the Installation team to ensure that installations are carried out within the specified time-frame and guidelines.
- Liaising with clients for feedback on installations (signing of handover certificates, Client feedback forms, etc).
- Providing feedback to the Operations Manager regarding specific installations and client issues on site.
- Maintaining good relationship with clients.
- Managing on site logistics including coordination of the assigned labour, ordering consumables, stock control and deliveries.
- Monitoring installation work to ensure the highest standard is kept through all stages of a project.
- Carrying out site surveys and provide detailed reports to the project team to identify risks and make recommendations for the project.

SKILLS REQUIRED

- Excellent customer service and communication skills.
- Technical understanding of AV and VC equipment, functionality and installation processes.
- Experience working on construction sites and coordinating AV installations with main contractors and other trades.
- Attention to detail.
- Ability to work well in a team.
- Ability to lead a team in high pressure situations.
- Manual handling tasks will be required when necessary for moving equipment

WHY WORK FOR AVMI

- Be part of a fast-growing company working with some of the world's biggest brands
- Ambitions to become a global player
- An evolving business that provides great opportunity for development and progression
- Great team environment

Education Level:	Diploma or above in fields of construction or engineering
Years of Experience:	Minimum 3 years of experience in construction or audio visual projects
Employment Type:	Full-time