

RENTAL HOUSE TECHNICIAN

[LightHouse Films](#) is a leading NY-based camera and video equipment rental house. We're proud to offer a breadth of professional cinema and production equipment at an affordable price to production companies, studios, and filmmakers in the NYC area. We focus on providing a seamless and enjoyable rental experience thanks to our friendly and knowledgeable rental staff.

RESPONSIBILITIES:

- Prepare orders: pull equipment from the gear room and assemble in preparation for checkout
- Assist clients at check out
- Inspect and test all rental returns, clean, inspect, sort and calibrate camera / lighting equipment
- Schedule and perform repairs / maintenance and servicing needs
- Close invoices
- General office assistance

EXPERIENCE & QUALIFICATION:

- Superb knowledge of and experience working with pro cinema equipment, camera/video gear, audio, lighting & grip
- Emphasis on punctuality and day to day consistency
- A proven ability to work under pressure and to exacting standards and deadlines
- 2-3 years of relevant experience
- BA in relevant field or equal work experience required
- Strong, articulate communication skills
- Impeccable organization skills and an eye for details.
- Ability to multi-task and excel in a fast paced, team environment by handling multiple jobs
- Friendly, supportive attitude in order to establish an upbeat and professional relationships with customers
- Previous experience with rental house and rental software a must

COMPENSATION

- Commensurate with experience
- Health benefits, 401K, Vacation and sick days as well as positive and friendly work environment

HOW TO APPLY

Please email to JOBS@LHFNY.COM address with subject: "RENTAL TECH 2017":

- cover letter
- resume

Due to the large amount of applications we only contact those candidates who have been short listed for interview. No calls, please. LightHouse Films is an equal opportunity employer and is committed to promoting a diverse workplace.