

SKILLS FRAMEWORK FOR MEDIA				
SKILLS MAP - JUNIOR GRIP/JUNIOR LIGHTING TECHNICIAN				
Sector	Media			
Sub-sector	Film and Video, TV and Broadcasting			
Track	Production Technical Services			
Sub-track	Grip, Lighting			
Occupation	Grip			
Job Role	Junior Grip/Junior Lighting Technician			
Job Role Description	The Junior Grip/Junior Lighting Technician supports grip and lighting operations. He/She is responsible for ensuring that the equipment is set up in accordance with requirements. He supports in the hiring of the crew, managing the hired crew and scheduling their work. He carries out administrative tasks and paperwork and works with other production departments. He ensures that the hired crew supports the production teams in the installation of rigging and lighting equipment needed for production as well as dismantles it for storage and wrap up.			
	The work involves long hours of physically demanding tasks especially the handling of the heavy equipment used in the construction of the structures. The job is physically demanding and requires working at heights. He is expected to operate in an outdoor environment and may be required to travel depending on the location of the shoot. The work requires awareness of all workplace safety and health standards and alertness to potential safety hazards.			
	He should have knowledge of camera movements and positioning, operations of camera and lighting equipment. He ought to be detail-oriented and is able to manage his time well to deliver the work within tight production schedules and deadlines.			
Critical Work Functions and Key Tasks	Critical Work Functions	Define production requirements	Identify the equipment and crew support required based on an understanding of production schedule and the detailed list of requirements for production	
			Identify the crew required including electricians and lighting assistants for each location by working with production teams	
			Complete administration requirements and paperwork for the procurement of equipment and hiring crew required for the departments	
	Prepare for production	Support the preparation and management of work schedule for the crew hired to support the production department		
		Assist in assembling the components needed to support camera and lighting equipment		
		Secure equipment using appropriate materials, accessories and knots		
		Test the functionality and safety aspects of the camera, lighting and grip equipment before commencement of production on a daily basis		
	Manage grip operations	Understand camera equipment motion and lighting requirements for the scene		
		Check the installation and arrangement of equipment against the floor plans drawn up by production teams		
		Coordinate the scheduling and delegation of work for the hired crew such as unloading trucks, handling equipment, storing and packaging the equipment		
		Arrange logistics needed to deliver and return equipment during the production period		
		Follow workplace safety and health norms on-set during production		
	Execute lighting operations	Assist in the coordination of the transporting, loading and unloading of all lighting equipment		
		Support the set-up of lights, lighting fixtures and supporting infrastructure		
		Assist in the set-up of power management systems and wirings		
		Assist in the operation of lights, lighting consoles and related equipment		
		Assist in the identification of the lighting balance for different settings and locations		
		Assist in the application of changes in lighting consistently to manage continuity		
		Follow workplace safety and health standards during work		
	Manage wrap-up phase	Support the dismantling, wrap-up and storage of the lighting equipment		
Support the coordination with vendors to return lighting equipment				
Assist in the dismantling of power management systems and wirings				
Skills and Competencies	Technical Skills and Competencies		Generic Skills and Competencies (Top 5)	
	Lighting Operations	Level 1	Problem Solving	Basic
	Procurement for Production Operations	Level 2	Teamwork	Basic
	Rigging Equipment Maintenance	Level 1, Level 2	Resource Management	Basic
	Rigging Operations	Level 1, Level 2	Communication	Basic

	Workplace Safety and Health	Level 1	Interpersonal Skills	Basic
Programme Listing	For a list of Training Programmes available for the Media sector, please visit: www.skillsfuture.sg/skills-framework/Media			

The information contained in this document serves as a guide.