

# AIRTIGHT STUDIOS

## Job Application Form

**Vacancy Title: Music Producer / Sound Engineer**

Airtight Studios are looking to recruit an enthusiastic and personable team member to assist with recording, engineering and production. They will be specialists in musical arrangement and production and will be fully capable of running a studio session.

The post will start as a shadowing role to ensure that the successful candidate is fully familiar with all aspects of our studios, mics, techniques, software etc, followed by direct session work with clients, firstly supervised and then unsupervised.

All applications MUST include this completed form and an up to date CV.

### Personal details

**Last Name:**

**First Name:**

**Address:**

  
  

**Postcode:**

**Home Telephone No.**

**Mobile No.**

**E-mail address:**

**National Insurance No.**

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**Are you free to remain and take up employment in the UK?**

Yes

No

## Education/Qualifications

School (11+)	Study Dates	Qualification and Grade	Date Obtained
College/University	Study Dates	Qualification and Grade	Date Obtained
Ongoing Professional Development	Study Dates	Qualification and Grade	Date Obtained

## Training and Development

Please use the space below to give details of any training or non-qualification based development which is relevant to the post and supports your application.

Training Course	Course Details (including length of course/nature of training)

## Current Membership of any Professional Body/Organisation

Please give details:

# Employment History

**Previous Employment:** Please include any previous experience (paid or unpaid), starting with the most recent first.

## Current or most recent employer

**Name of Employer:**

**Address:**

  

**Postcode:**

**Position Held:**

**Date Started:**

**Reason for leaving:**

**Salary on leaving this post:**

**Notice Period or Leaving Date (if no longer employed):**

**Brief description of duties:**

## Previous employer

**Name of Employer:**

**Address:**

  

**Postcode:**

**Position Held:**

**Date Started:**

**Reason for leaving:**

**Salary on leaving this post:**

**Notice Period or Leaving Date :**

**Brief description of duties:**

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**Previous employer**

**Name of Employer:**

**Address:**

**Postcode:**

**Position Held:**

**Date Started:**  **Reason for leaving:**

<b>Salary on leaving this post:</b>	<b>Notice Period or Leaving Date:</b>	
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**Brief description of duties:**

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Continue on separate sheet if necessary

# Information in support of your application

## Skills, abilities and experience

Please use this section to outline in detail how you meet EACH of the the skills required (listed below) requirements and why you think you would be suitable for the post. Please include all relevant sound engineering, production and musical experience, whether obtained through formal employment or voluntary/leisure activities.

### SKILLS REQUIRED:

ESSENTIAL (please do not apply if you do not fully meet the essential requirements below)

1. Highly accomplished and experienced musician, and specialist in either piano or guitar with working knowledge of the other.
2. Fluent and practical working knowledge of ProTools.
3. Excellent people and communication skills. Must be friendly, helpful and personable - in keeping with the Airtight house style.
4. Excellent knowledge of music theory, harmony, rhythm and arrangement.
5. Extensive studio engineering and recording session experience.
6. Wide-ranging Music Production experience in multiple genres.
7. Excellent time flexibility and availability.
8. Responsibility and maturity.
9. To be based (or willing to be based) locally to the studio.

### DESIRABLE

10. Outstanding all-round musician, with the experience and vision to build full musical arrangements from the simplest ideas brought in by clients.
11. Connections with local and regional bands, singers and musicians, a good portfolio of previous work and ideally a 'client base' that could be brought to Airtight for future work.
12. Good working knowledge of other DAWs, particularly latest versions of Cubase and Logic. In the absence of this, the applicant must be willing to become fully accomplished within Cubase to continue sessions already started in this software.

## Convictions / Disqualifications

Upon offer of employment we reserve the right to request a Criminal Records Bureau Disclosure at Standard level and this disclosure will include details of cautions, reprimands or final warnings as well as convictions.

**Please provide details below of any convictions which are not spent under the terms of the Rehabilitation of Offenders Act 1974:**

## Reasonable Adjustments/Arrangements for Interview

Please contact us if you need the application form in an alternative format or let us know if you need any adjustments for the interview.

## References

Please give the names and addresses of your two most recent employers (if applicable). If you are unable to do this, please clearly outline who your referees are.

### Reference 1

### Reference 2

Name:

Job Title:

Organisation:

Address:

Contact No:

Email:

How is this person known to you:

Do you wish to be consulted before this referee is approached:

Yes

No

Name:

Job Title:

Organisation:

Address:

Contact No:

Email:

How is this person known to you:

Do you wish to be consulted before this referee is approached:

Yes

No

We reserve the right to contact any of your other previous employers within the last three years.

## Statement to be Signed by the Applicant

Please complete the following declaration and sign it in the appropriate place below. If this declaration is not completed and signed, your application will not be considered.

**I agree that Airtight Productions can create and maintain computer and paper records of my personal data and that this will be processed and stored in accordance with the Data Protection Act 1998.**

**I confirm that all the information given by me on this form is correct and accurate and I understand that if any of the information I have provided is later found to be false or misleading, any offer of employment may be withdrawn or employment terminated.**

**Signed:**

**Date:**

**If you return this form by email, you will be asked to sign your application at interview.**

**Please return your application by Sunday 27<sup>th</sup> January 2019**

*Interviews will take place in the following 2 weeks, with the successful applicant to start immediately.*

**By Hand or Post:**

Applications  
Airtight Productions Ltd  
Unit 16 Albany Trading Estate  
Chorlton-cum-Hardy  
Manchester  
M21 0AZ

**By E-Mail:**

[applications@airtightproductions.co.uk](mailto:applications@airtightproductions.co.uk)