

Rob Haworth - Event & Production Manager

Rob Haworth

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Driving Licence:
Clean
Full (held for 10 years)
Max 3.5 tonne

Employment

- Freelance Event Manager – December 2006 – Present
 - Event management of corporate events
 - Event management of outdoor events
 - Technical production management
 - Full Pre-Production including Premises Licensing, Planning Applications and Event Planning paperwork
 - Event Health & Safety Management
 - Event delegate registration & Online Booking
 - Budget planning & management
 - Client Account Management of own client base
- Head of Site Production (US) – threesixty Entertainment LLC (San Francisco) February 2010 – October 2010
 - Employed by US company to oversee entirely the touring set up, permitting, licensing, site development, budget management and overall responsibility for 'Peter Pan' a touring, tented theatre show
 - Complete development, purchasing, site production for 1,300 seat temporary theatre venue with ancillary venues, structures and infrastructure.
 - Budget management of \$1.3million show budget
 - Management of staff teams of upto 50
- Event Manager – Barker Bray & Lerwill Limited – June 2006 – December 2006
 - Event management of client projects
 - Conference, exhibition & production management
 - Corporate tour and logistics planning
- Event Manager – Affinity Events Limited – June 2004 – May 2006
 - Event & production management of client projects
 - Client account management
 - Line management of event support staff
 - Internal marketing & budget management
 - Day to day management of event projects
- Event Manager – Universal Events Services Limited – September 2002 – October 2003

Education

- Degree: BA (Hons) Event Management (First Class) – Leeds Metropolitan University – 2004

Qualifications

- IOSH Managing Safely - Managing Health & Safety, Risk Assessments, Risk Analysis

Other Skills

I am well versed in many aspects of IT and have extensive experience of working with both Windows and Apple Computers. I have an excellent practical knowledge of most commercial office software, including Word, Excel, Powerpoint, Outlook, Keynote and Entourage, as well as specialist web design software Dreamweaver, Fireworks and Freehand and database software Filemaker.

I am used to dealing with both internal and external customers and feel confident in different work environments. I have experience of writing event proposals, detailed project management, budgeting and health and safety management of conferences, exhibitions and large scale outdoor events. I have worked in-house, agency side and as a freelance event manager with over ten years in the events industry – working on every kind of event at every level.

References

Available on request

Rob Haworth - Event & Production Manager

Portfolio Highlights

Corporate Events

- Event Manager / Production Assistant – 3day Conference – Wembley – Microsoft UK – 1,200 delegates
- Snr Event Manager – EADS Astrium - 3day Company Party (greenfield temporary structure) – St Albans – 1,200 attendees – June 2009
- On Site Event Manager - Microsoft Children's Christmas Party - Reading - 1,600 attendees
- Event Manager - Microsoft NHS Roadshow - 4 UK Dates for upto 50 delegates per location November / December 2008
- Event Manager - Event / Production Asst – Microsoft Annual Conference & Party – Brighton – 1,300 delegates – September 2008
- Event Manager – 4 day Medical Conference – Cardiff University – 60 delegates – June 2008
- Event Manager – 10 date Roadshow – Microsoft – c.300 dels per event – Apr/May 2008
- Event Manager – 3 day European Conference – Switzerland – International Charity – 1,500 delegates – Apr 2008
- Event Manager – 3 day National Conference – Bournemouth International Centre - International Charity – 2,500 delegates – Apr 2008
- Registration Manager – 1 day Conference – 150 delegates – Technical Analyst Magazine – London – October 2007
- Event Manager – Series of ½ Day and 1 day Conferences – upto 200 delegates – UK Wide – Microsoft UK – September 2007
- Event Manager – 2 day Exhibition – Audit Commission – London Excel – Jun 2007
- Event Manager – 3 day Conference – 450 dels – North Wales – May 2007
- Event Manager – 6 day Conference – 2,500 dels – Blackpool – Apr 2007
- Event Manager – 9 date Tour – Microsoft UK – c.300 dels per event – Mar 2007
- Event Manager – 2 day Conference – Audit Commission – 150 dels – Feb 2007

Outdoor Events

- Site Production Manager – Marlowe Theatre Arena – 70,000 people during run - November 2010 – January 2011
- Head of Site Production - Peter Pan Orange County – October 2010
- Head of Site Production - Peter Pan in San Francisco – 130,000 people during run – February 2010 – September 2010
- Site Production Manager – Marlowe Theatre Arena – 60,000 people during run - November 2009 – January 2010
- Site Production Manager – Peter Pan at the o2 – 60,000 people during run - December 2009 - January 2010
- Site Manager – weekend festival – Dorset – 7,000 attendees – September 2009
- Site Production Manager – weekend festival – Cheltenham – 20,000 cap – Aug 2009
- Health & Safety Manager – week long conference (festival site) – 3,500 cap – Aug 2009
- Site Production Manager – Peter Pan in Kensington Gardens – 120,000 people during run - May-September 2009
- Asst Site Manager – weekend festival – Dorset – 7,000 attendees – September 2008
- Site Production Manager – weekend festival – Cheltenham – 20,000 cap – Aug 2008
- Event Manager – Lambeth Conference – 1,600 attendees – Kent – July / August 2008
- Snr Event Manager / Production Manager – Festival (1 day) – London – 2,800 cap – July 2008
- Event Manager – Social Action March & Concert Event – Cardiff – 5,000 cap – Sep 2007
- Event Manager – Social Action March & Concert Event – Birmingham – 5,000 cap – Aug 2007
- Site Production Manager – weekend festival – Cheltenham – 20,000 cap – Aug 2007
- Event Manager – Social Action March & Concert Event – Leeds – 2,000 cap – Aug 2007
- Event Manager – Social Action March & Concert Event – Edinburgh – 5,000 cap – Jul 2007
- Site Manager – 1 day Social Action Event – 3,000 attendees – London UK – March 2007