

AV Technician

Job type Full time, fixed term

Start date Earliest convenience

Apply by 19 August 2026

Salary We offer a highly competitive remuneration package which includes:

- Private healthcare
- Excellent Employee Provident Fund (EPF) savings contributions
- School places for staff children

Job Summary

We are seeking a dedicated and skilled Audio Visual Technician to support high-quality performances, events, and teaching activities across the school. The successful candidate will play a central role in ensuring professional standards of sound, lighting, staging and AV operation, while contributing to a creative, efficient, and student-focused performance environment.

Job Description

At KTJ, we believe with a commitment to professional development, we offer opportunities for growth in a warm and welcoming student-centred environment. Join us and become part of a community that values creativity, embraces new ideas and encourages progressive thinking.

Key Responsibilities

Event & Performance Support

- Set up, operate, and maintain professional sound, lighting, staging, and projection equipment for rehearsals, concerts, assemblies, and school productions.
- Provide technical support for school events, CCAs, performances, and examinations, including Grade Exams and IGCSE/A-Level performance recordings.
- Act as stage crew to ensure efficient setups, smooth transitions, and optimal conditions for performers throughout all live events.
- Support visiting performers, examiners, adjudicators, and guest artists to ensure their technical needs are met.

Auditorium & Technical Operations

- Prepare, test, and operate all auditorium systems (sound, lighting, projection, staging) ahead of scheduled events.
- Maintain safe, organised, and functional backstage and control-room environments.

Campus-Wide AV Management

- Manage and troubleshoot AV systems across the school, including Smart TVs, interactive displays, projectors, speakers, hall AV systems, and digital signage.
- Conduct routine maintenance checks and respond promptly to faults, hazards, and technical risks.
- Maintain accurate inventory records and oversee equipment servicing schedules, upgrades, and replacement planning.

Health & Safety Compliance

- Ensure all technical setups comply with Health & Safety standards, with particular care for cabling, staging, rigging, and equipment handling.
- Promote safe working practices with staff, students, and external users.

Collaboration & Student Support

- Work closely with Music, Expressive Arts, Events, and other departments to deliver high-quality and professional event experiences.
- Support students in developing skills related to sound production, lighting operation, staging, and music technology where appropriate.
- Foster a positive, inclusive, and creative performance culture for students.

Personal characteristics and skills

- Highly organised with strong attention to detail.
- Calm, solutions-focused, and reliable under pressure.
- Strong communication skills and a customer-service mindset.
- Confident working with staff, students, and external partners.
- Proactive and technically adept, with the ability to work both independently and within a team.
- A genuine interest in young people and their wellbeing;
- Affinity with the School's boarding ethos and with the values of Kolej Tuanku Ja'afar

Recruitment Handbooks

[KTJ Recruitment Handbooks for Malaysian Staff](#)

[KTJ Recruitment Handbooks for International Staff](#)

About the School

KTJ is a thriving, not-for-profit international, day and boarding school set in the beautiful Malaysian countryside, an hour's drive south of Kuala Lumpur. The School was established in 1991 and caters to more than 1,000 students aged 3 to 19. The Primary School, which opened in 2013, follows the English National Curriculum in English and mathematics, alongside the International Primary Curriculum; while the Secondary School prepares students for IGCSEs and A Levels. KTJ Sixth Form students gain entry into top universities in the UK, US, Malaysia and around the world.

KTJ is a friendly and supportive environment for students and staff alike. More information on the School and conditions for teachers can be found in the attached documents or on the [vacancies page](#) of our website. On our website, you will also find a copy of the job description for a KTJ teacher.

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be subject to security vetting.

Make an application

Please submit a cover letter and a completed application form (available [here](#)), including contact details of three referees, one of whom should be your current employer, to the Human Resources Department, via: recruitment@ktj.edu.my.