



## **The Virgin Islands Public Television System**

Production Technician II  
St. Thomas Job Posting  
Reports to Production Supervisor  
Classified/ Non-Exempt

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### **JOB SUMMARY**

The Production Technician II is responsible for the operation and set up of studio and remote production cameras, mixers, video tapes and digital editing and lighting equipment.

### **DUTIES AND RESPONSIBILITIES**

- Edit programs, promos, and other video productions on the AVID Editing System;
- Set up and striking of equipment and sets;
- Provide assistance in producing, directing and recording program elements;
- Perform audio recording sessions, edits, mixes effects, color correction, and slide duplication;
- Provide technical input related to the procurement of equipment and supplies;
- Assist in providing technical assistance in the planning and operational functions of creative audiovisual productions;
- Provide assistance in producing, directing and recording program elements;
- Operate and prepare production equipment during and in preparation of television programs; and
- Analyze shot/video compositions and adjust accordingly during production shoots.

### **QUALIFICATIONS:**

- Four (4) years of non-linear editing experience;
- Associate's degree in TV/ Film or related field; and
- Knowledge of and the ability to use Avid or Final Cut editing software.

### **Other Requirements**

- Excellent oral, written, and interpersonal communication skills;
- Excellent organizational skills;
- Ability to sit at a computer for long periods of time;
- Ability to operate cameras efficiently;
- Ability to work well in a team environment and adapt to changing situations;
- Ability to load and off load production equipment and lift furniture;
- Ability to lift 30 pounds;
- Ability to carry cameras and equipment for 1 hour;
- Ability to climb and descend from ladders and scaffolds;
- Ability to stand for 2-3 hours during productions;
- Ability to complete mathematical calculations;

- Ability to assess equipment and learn new equipment as needed;
- Ability to drive trucks, vans and cars;
- Ability to work flexible hours;
- Ability to work outdoors and in the sun as needed; and
- Ability to add creative input to programs.

**EQUIPMENT TO BE USED:**

Sony Cameras (PD 170, 370 and ....., Audio board, Kayak switcher, flypack, laveliers, booms, stick mics, wireless audio equipment, spot lights, lowell light kit, computer, phone, fax machine, Sony VTR decks, Jib crane, reflectors, camera control units, DVD duplicator, Avid/Final Cut editor

Interested applicants should submit a cover letter, resume, and three (3) professional letters of recommendation to:

Jamilya Christopher  
Human Resources Manager  
[jchristopher@wtjx.org](mailto:jchristopher@wtjx.org)  
Virgin Islands Public Broadcasting System  
P.O. Box 7879  
St. Thomas, VI 00801

Virgin Islands Public Broadcasting System is an Equal Opportunity Employer