

SENIOR BROADCAST TECHNICIAN

Job Summary: The Senior Broadcast Technician supervises the work of the Broadcast Technicians by providing guidance and direction to ensure that all productions are of the highest possible quality. He/she is responsible for the leadership and day to day workflow of all Broadcast Technicians.

The Senior Broadcast Technician ensures that the radio and television broadcasts, productions and programming objectives are achieved as supervisor and operator. He/she is responsible for the proper operational functioning of all equipment and systems before, during and after all live broadcasts, recorded broadcasts or re-broadcasts in the precincts of the Parliament or on location. The Senior Broadcast Technician must have sound leadership skills.

Reports to: Production Coordinator

Supervises: Broadcast Technicians

Key Responsibilities:

- Effectively supervises the work of all Broadcast Technicians by providing guidance and direction to facilitate the proper functioning of all television and radio equipment systems and the attainment of objectives.
- Proficient at operating at any/all Broadcast Technician posts on television and radio broadcasts & productions, if necessary.
- Manages all records of equipment issued to CCD staff for internal and external assignments and the return of same.
- Provides technical reports based on equipment maintenance and test results.
- Provides first-line operational support, including on-the-spot diagnosis and rectification of minor faults of all AV equipment including cameras, recording devices etc., as and when necessary.
- Monitors all incoming and outgoing television and radio signals and makes corrections when necessary to ensure proper broadcast quality is always achieved.
- Is the first respondent to correct transmission errors on equipment and systems.
- Assists External Servicer Providers in trouble shooting, repairs and maintenance of all broadcast and transmission equipment and systems.
- Conducts and or supervises the process for the proper set-up of all television or radio equipment.
- Supervises and or maintains programming logs.
- Supervises the equipment audit function as part of facilities development or upgrade plans.
- Performs related duties as required and assigned.

Minimum Qualifications and Experience:

- Five (5) CXC or GCE "O" Level General Passes, inclusive of English Language
- At least two (2) years' study at the Associate Degree Level or Higher Diploma in Media, Broadcast Technology, Television and Radio Production or equivalent from a recognized, accredited institution
- At least seven (7) years' experience in all aspects of broadcast operations
- Or any combination of experience and training

- Experience in the supervision of Technical Operators and or Broadcast Technicians at a Production House, Television or Radio Station

Required Competencies:

- A solid knowledge of television production
- A solid knowledge of audio for productions
- A solid knowledge of lighting for television productions
- A solid knowledge of television and radio broadcasting
- Experienced as a Technical Director for television production, live broadcasts and outside broadcasts
- Knowledge of health and safety requirements related to working safely with electricity and hazardous substances
- Sound oral and written communication skills
- Sound critical listening and aural discrimination skills
- Strong supervisory skills
- Ability to lead and manage a small team
- Ability to read and interpret documentation and plans
- Ability to draw block diagrams of equipment and system setups
- Ability to run and patch cables neatly and safely