

VIDEO ENGINEER

JOB DESCRIPTION

Classification Responsibilities: A Video Engineer is responsible for planning, designing, setting specifications, and construction and operation of all engineering facilities for Mesa's Channel 11, the City's government access channel on cable. Responsibilities include installing, operating, and maintaining electronic and mechanical equipment associated with video production. Work involves evaluating the work of contracted personnel, materials, and equipment needs to ensure proper equipment operations and maintenance to maximize system performance and to meet industry and manufacturer standards. Duties also involve determining equipment needs and preparing budget request and recommendations including written specifications, justifications, and detailed drawings. The employee is expected to exercise independent judgment and discretion on technical matters. This class performs related duties as required.

Distinguishing Features: Supervision is received from the Station Program Director who reviews work through discussion and inspection, primarily for determining general progress and adherence to departmental policies, regulations and standards. This class is FLSA exempt-administrative.

QUALIFICATIONS

Employee Values: All employees of the City of Mesa are expected to uphold and exhibit the City's shared employee values of Knowledge, Respect, and Integrity.

Minimum Qualifications Required. Any combination of training, education, and experience equivalent to graduation from an accredited college or university with a Bachelor's Degree in Electronic or Broadcast Engineering. Extensive (5+ years) television broadcast experience. Society of Broadcast Engineers (SBE) or Federal Communication Commission (FCC) certification is also required.

Special Requirements. Must possess a valid Arizona Driver's License by hire date

Substance Abuse Testing. None.

Preferred/Desirable Qualifications. None.

ESSENTIAL FUNCTIONS

Communication: Communicates with other City employees, vendors, management, and clients in order to perform the duties of the position. Advises, assists, and instructs operating and maintenance staff in matters pertaining to all phases of video systems. Produces written engineering and other documents.

Manual/Physical: Performs day-to-day equipment maintenance. Schedules and coordinates all major system and component maintenance and fabrication. Supervises or performs the setup of special equipment, remote installations, and ensures operations meet objectives. Performs preventive maintenance, installation, design, and/or fabrication of video systems. Complies with scheduled works hours and performs work at assigned locations. Operates a motor vehicle requiring a standard Arizona

Driver's License to install, operate, and maintain electronic and mechanical equipment associated with video production at assigned locations.

Mental: Determines needs and prepares budget requests and recommendations, including written specifications and justifications. Ensures FCC requirements in regards to licensing, operating, and technical performance of video equipment are met. Makes hardware and procedural recommendations to management. Demonstrates continuous efforts to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality customer service.

Knowledge and Abilities:

Knowledge of:

video production, direction, and engineering techniques;
electronic news gathering and electronic field production techniques;
broadcast industry and FCC quality standards;
video and audio equipment operation and maintenance procedures;
equipment parts and components, and sources of supply;
principles, practices, methods, terminology, and trends in video production techniques and products;
engineering mathematics, theory, and engineering economics;
field production operations, power requirements, and equipment setup;
Computer Aided Drafting (CAD) drawings or related video system design and configuration drawing programs;
major industrial and broadcast manufacturers;
Radio Frequency Modulation; and
fiber optic systems.

Ability to:

perform the proper professional installation, operation, and maintenance of video production equipment;
develop and implement a maintenance program for television systems along with proper documentation;
design and modify systems and equipment to increase efficiency and economy of operation;
interpret and sketch electronic systems diagrams and schematics;
work safely;
communicate effectively in person and on the telephone, on both technical and non-technical matters in English language;
keep abreast of new developments in video production techniques, equipment, and quality standards;
troubleshoot broadcast equipment down to component level;
work independently; and
work cooperatively with other staff and outside technicians and management.

The duties listed above are intended only as general illustrations of the various types of work that may be performed. Specific statements of duties not included does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Job descriptions are subject to change by the City as the needs of the City and requirements of the job change.

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JOB FCTN-ADM

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PAY GRADE: 49

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