

## POSITION GUIDE

Title: Broadcast Engineer

Department: Engineering

Type: Contracted, 37.5 hours per week

Reports To: Interim Chief Technology Officer

### **Broad Function:**

Best workplace voted WMHT Educational Telecommunications is seeking a full-time contracted Broadcast Engineer to participate in the installation, maintenance and repair of TV/radio studio, transmitting, and ancillary equipment, to maintain superior service in all coverage areas and on all platforms, while complying with FCC technical requirements. The ideal candidate will be a highly motivated, resourceful, self-starter, with strong critical thinking skills. Reporting to the Interim Chief Technology Officer, this position will allocate time between technical engineering, production engineering and broadcast IT support functions. This position will assist the WMHT Engineering department in the day-to-day duties with limited assistance for WMHT Building and Grounds. This position would assist in technical emergency situations in the absence of the Interim Chief Technology Officer during off business hours, vacations, and weekends. During regular business hours the technical emergency contact would be the full-time WMHT employed Broadcast Engineer in the interim Chief Technology Officer's absence. This position would be contracted to work 37.5 hours a week until December 31st, 2025, with the possibility of being terminated at any time prior to the end date.

### **Essential Job Duties:**

Maintain and repair technical equipment and computer-based systems associated with the operation of WMHT-TV/FM and WRHV-FM, WEXT-FM and associated translator facilities to broadcast engineering standards.

- Ability to understand the operation of the WMHT broadcast air-chain and make emergency repairs to maintain on-air continuity.
- This position requires an 24/7 "on-call" status when emergencies or breakdown of critical equipment occurs to the operation
- Ability to read and understand engineering drawings to effectively install coax, wiring, and cabling in addition to physical equipment, and utilize such drawings to troubleshoot problems during and after installation.
- Troubleshoot and repair electronic and mechanical equipment that is required for the operation of our facilities.
- Understand the signal flow of analog and digital video, audio, and RF signals through our complex production and broadcast systems to assist operations and production staff.
- Work with the engineering staff to ensure proper equipment operation and provide optimum quality, while adhering to all FCC and FAA rules and regulations.
- Able to identify and prioritize the repair and replacement of equipment.
  - Work closely with the other departments in the maintenance and operation of their associated equipment.
  - Have in-depth knowledge of computer networking, cabling, software installation, and repairs.
  - Must be able to work alone and unsupervised when necessary.
  - Assist our outsourced IT management company in the daily end-user issues that arise.

- Must have a service-orientated attitude towards staff and co-workers.
- Install and maintain update of various software and hardware packages in computer-based equipment.
- Help maintain the security and maintenance of facilities and systems assigned by Interim Chief Technology Officer
- Other duties as assigned.

**EDUCATION:**

- Degree in Electrical Engineering, IT, or related field, or equivalent experience at a broadcasting TV/radio station. Certifications such as Microsoft, Cisco, or SBE are advantageous.

**SKILLS:**

- Working knowledge of broadcast and production chain and the ability to read signal flow diagrams and schematics.
- Strong electronics troubleshooting and audio background.

**ADDITIONAL PREFERRED SKILLS:**

- Knowledge of FCC rules and regulations, telecommunication laws related to broadcast station operation and compliance.
  - IT skills include workstation and server troubleshooting and repair and local area networking.
  - Multimedia skills, including experience in technical setup for webcasting and video conferencing.
  - Experience working with antenna systems, broadcast transmitters, STL, audio over IP console and routing systems, voice over IP telephone systems, audio processing and remote-control systems.

**PHYSICAL ACTIVITIES AND REQUIREMENTS:**

- Repetitive Motions: Frequently and regularly using the wrists, hands and fingers.
- Physical: Ability to travel. Must have the ability to lift 50lbs., climb ladders and use common power tools.

The yearly rate of pay range is \$55,000 – \$62,000

To apply, please email a cover letter and resume to [vbelden@wmht.org](mailto:vbelden@wmht.org) or mail to:

**Valerie Belden  
WMHT  
4 Global View  
Troy, NY 12180**

WMHT Educational Telecommunications is an equal opportunity employer. The community and audience we serve is diverse, and we wish to foster that diversity in our workplace. Toward that end, WMHT does not discriminate against individuals in hiring, employment or promotion on the basis of race, religion, color, sex/gender, gender identity and gender expression, age, marital status, national origin, sexual orientation, citizenship, handicap or disability, veteran or military status, political belief, pregnancy, genetic information or any other characteristic protected by law.