



## Virgin Islands Public Broadcasting System

### VACANCY NOTICE

#### Production Engineer

Location: St. Croix

Reports to Production Supervisor

Classified/ Non-Exempt

The Virgin Islands Public Broadcasting System announces its vacancy to fill the Production Engineer position. The successful candidate will be responsible for operating and preparing equipment during and in preparation for television and radio programs.

#### **Duties and Responsibilities:**

- Set up and operate remote studio production equipment for in-studio and remote productions, and serve as field engineer;
- Perform routine adjustments and emergency repairs to equipment assigned to the production division;
- Assist in installation and modification of production equipment;
- Perform daily microwave tests in accordance with MOT guidelines;
- Perform radio and television production duties;
- Coordinate activities of radio and television studio and control room personnel to ensure technical quality of pictures and sound for programs originating in studio and remote pick-up points are of good quality;
- Edit programs, promos, and other video productions on the Editing System; and
- Edit long and short form programs independently with minimal instructions from producers and/or production supervisors.

#### **Qualifications:**

- Any combination of education, experience and training that provides the required knowledge, skills, and abilities to perform the job; and
- Four (4) years of non-linear based television editing experience.
- Excellent written, oral, interpersonal communication and organizational skills;
- Proficient in Adobe Premiere Pro, Adobe Audition, Adobe After Effects, Adobe Photoshop, Adobe Acrobat, and Microsoft Office
- Ability to operate cameras efficiently and familiarity with audio equipment used in producing radio and television programs.

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

Director of Human Resources

Virgin Islands Public Broadcasting System

P.O. Box 7879, St. Thomas, VI 00801

Submit via email to: [hr@wtjx.org](mailto:hr@wtjx.org)

Visit our website at: <http://www.wtjx.org/employment>

**Application Deadline: Open until filled**

*Virgin Islands Public Broadcasting System is an Equal Opportunity Employer*