

TELEVISION PRODUCTION ASSISTANT

GENERAL STATEMENT OF DUTIES: Assist the Television Production Specialist in all areas of television production. Operates all television production and post-production hardware, and assumes significant responsibility for the finished product.

DISTINGUISHING FEATURES OF THE CLASS: This is specialized work requiring an awareness of video production techniques and the technical hardware. Requires, for example, a working knowledge of studio and ENG, color cameras, special effects generators, character generators, multi-plex inputs, lighting, all phases of audio, etc.

EXAMPLES OF WORK: (Illustrative only)

- Operates television production hardware;
- Works as a part of the production team;
- Assists in production set-up and post-production operations.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Working knowledge of video production components, lighting, audio, set design, graphics, editing, etc. Ability to work well with people. Flexibility; (production hours may vary) creativity; industry; good physical condition commensurate with the demands of the job.

ACCEPTABLE EXPERIENCE AND TRAINING:

- A) Graduation from a standard high school and from a two year institution with an Associate's degree in Audio Visual Technology (or equivalent);

OR

- B) At least three years in television production experience.

CATTARAUGUS COUNTY CIVIL SERVICE COMMISSION

Adopted: 5/22/78