



## **TELEVISION OPERATIONS TECHNICIAN**

### **GENERAL RESPONSIBILITIES**

Under the leadership of the Chief Media and Communications Officer and in collaboration with the City of Virginia Beach, the position is responsible for performing the installation, configuration, calibration, testing, troubleshooting, and maintenance of a broad range of television equipment, systems, and video production environments.

### **ESSENTIAL TASKS**

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Install, configure, and maintain microcomputer, server, and network equipment/systems on Multimedia Services private LAN, utilized for controlling on-air automation systems, scheduling media acquisition, operating video servers, retrieval, transcoding and delivery of file-based video/audio assets, providing live and on-demand video streaming, providing closed captioning, and supporting nonlinear editing capabilities.
- Install, configure, and integrate proprietary software applications to perform a variety of Production and Master Control functions.
- Analyze equipment design specifications and features, and devise implementation solutions that maximize system functionality and reliability, while minimizing operational complexity for end users.
- Design and implement strategies for data and system backups, to facilitate timely execution of disaster recovery measures, in the event of failure of any mission-critical systems.
- Test and monitor performance of video, audio, and computer systems to ensure optimal signal quality and data integrity throughout the entire signal transmission path.
- Troubleshoot and resolve equipment and system issues; perform equipment repairs down to the component level as appropriate; and determine feasibility of in-house vs. outsourced repairs.
- Measure and evaluate facility electrical load requirements and trends, and reconfigure electrical loads by phase as necessary to achieve optimal facility UPS 3-phase load balance.
- Maintain a high degree of familiarity with, and understanding of, Master Control systems and operations, and serve as a backup for the Master Control operator as needed for staffing coverage.
- Provide technical support to Video Production staff and assist with equipment set-up, testing, troubleshooting, and operation during studio production and live meetings as assigned.
- Provide technical support to other departments, or outside agencies as required for various technical circumstances.
- Prepare documentation providing information on system configurations, operational instructions, troubleshooting procedures, and other user-oriented information.
- Provide technical training and share relevant system knowledge with other staff members; foster computer and television technology literacy in users with limited technical experience; and encourage adherence to industry best practices.
- Perform related work as required.

### **KNOWLEDGE, SKILLS AND ABILITIES**

Must have a thorough understanding of electrical & electronics circuit theory and principles. Must have an understanding of various analog and digital audio signal formats (e.g., balanced/unbalanced analog, balanced/unbalanced AES/EBU, embedded, etc.), and difference between line levels vs. mic levels. Must have a strong working knowledge of microcomputer, server, and networking hardware and systems, Windows-based operating systems, iOS operating systems, and MS Office software applications (Word, Excel, Access, PowerPoint). Must have a knowledge of various file-based media formats and codecs and processes for transcoding between various formats; knowledge of various media streaming protocols (RTMP, RTSP, HTTP, HLS, HDS, etc.), and considerations for ensuring delivery of an optimal quality live media stream; knowledge of waveform monitor, vectorscope, spectrum analyzer, oscilloscope, multimeter and many other types of electronic test equipment. Must be skilled and proficient in the installation and fabrication of all types of wiring and cable connections; soldering technique, and equipment and rack mount hardware installation. Must have the ability to read, comprehend, and analyze electrical drawings, schematics, and system wiring diagrams. Must have excellent verbal, written communication, and interpersonal skills



**EDUCATION AND EXPERIENCE**

Requires any combination of higher education and/or experience and training equivalent to a minimum of five (5) years in fields utilizing the required knowledge, skills, and abilities associated with such positions as Television Maintenance Technician, Television Engineer, Television Technician, Microcomputer Specialist, and Maintenance Engineer.

A comparable amount of training and experience maybe substituted for the minimum qualifications.

**PHYSICAL REQUIREMENTS**

Requires medium to heavy work that involves frequent walking, standing, sitting, kneeling, squatting, stooping, climbing, lifting, gripping, pushing and raising objects and involves exerting up to 50 pounds of force on a regular and recurring basis. Requires constant keyboard use; constant repetitive limb movement, dexterity and respective twisting. Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact as normally defined by the ability to see, read, talk, hear, handle or feel objects and controls. Must be able to lift and carry 50 pounds of equipment.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

**SPECIAL REQUIREMENTS**

Possession of a valid driver's license