

DEPARTMENT OF INFORMATION TECHNOLOGY AND TELECOMMUNICATIONS
JOB VACANCY NOTICE

Civil Service Title: Film Manager

JVN # 858-06-1633

Title Code Number: 90313

Salary Range: \$48,034 - \$57,350

Office Title: Final Cut Pro (FCP) Editor

Work Location: 1 Centre Street

Division/Work Unit: NYC-TV

Number of Positions: 1

Hours/Shift: Day*

JOB DESCRIPTION

(New York City Residency required within 90 days of appointment)

Responsibilities will include: Non-linear editing of show openings, Public Service Announcements (PSAs), bumpers, ID's as well as long form original and acquired programming; Logging, digitizing, dubbing pre-produced footage and recording voice-overs; Exporting and importing graphic files to/from graphics department; signal monitoring using waveform and vector scopes; Writing new editing ideas using storyboards; Troubleshooting minor hardware and software problems; Interacting with producers, and during edit sessions; Collaborating with graphic artists to produce broadcast quality television media

* Due to the nature of the operations of a television station, business necessities may require that you work various shifts such as weekends and/or evening shifts.

PREFERRED SKILLS

Candidate must have experience with non-linear editing and be proficient on Final Cut Pro and or AVID editing platforms and have knowledge of After Effects and Adobe Photoshop; Knowledge of routers and patch bays is required.

CIVIL SERVICE QUALIFICATION REQUIREMENTS

1. A baccalaureate degree from an accredited college and three years of satisfactory full-time experience as described in "1" above, including or supplemented by one year experience operating motion picture and/or videotape production equipment; **or**
2. An associate degree or completion of 60 college credits from an accredited college and four years of satisfactory full-time experience as described in "1" above, including or supplemented by one year experience operating motion picture and/or videotape production equipment; **or**
3. A four-year high school diploma or its educational equivalent and five years of satisfactory, full-time experience producing motion picture films and/or videotape, including or supplemented by one year experience operating motion pictures and/or videotape production equipment; **or**
4. Education and/or experience equivalent to "1", "2" or "3" above. However, all candidates must possess one year experience operating motion pictures and/or videotape production equipment.

TO APPLY, PLEASE SUBMIT RESUME INDICATING JVN# TO:

Department of Information Technology and Telecommunications (DoITT)
Recruitment Office, 75 Park Place - 9th Floor, NY, NY 10007

-or-

e-mail tv@doitt.nyc.gov

POST DATE: 3/29/06

POST UNTIL: 4/11/06

JVN: 858 / 06 / 1633

(agency code/fiscal yr./number)

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