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# Example of Assistant Video Editor Job Description

Our growing company is searching for experienced candidates for the position of assistant video editor. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for assistant video editor

* Sources stock music options videos
* Work closely with producers, editors and animators to execute editing projects
* Search for stock footage, B-Roll and other images
* Sync and organize raw footage, outputting to a variety of formats
* Organize assets into the Zoom asset management tool (training will be provided)
* Prepare projects, gather elements and create string-outs for producers and editors prior to edit
* Catalogue digital media, ensuring it is properly labeled, stored, media-managed and archived
* Edit Videos using Adobe Premiere and After Effects
* Address edit revisions by making adjustments to animation, color and audio elements, and ensure videos meet brand guidelines
* Create and log project files

## Qualifications for assistant video editor

* Experience in both Output and Delivery processes
* Proficient in Adobe Premiere - and would like to take your skills to the next level
* Knowledge of camera operation
* Knowledge of camera movement
* Knowledge of framing
* Knowledge of Video Production Equipment (Cameras, VTR, Audio Equipment, Lights)