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# Example of Master Control Operator Job Description

Our innovative and growing company is looking to fill the role of master control operator. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for master control operator

* Working with all internal departments to ensure as a good customer experience (Media Library, Traffic, Ingest, programming, engineering)
* Perform all playback and monitoring functions for the origination of multiple server based broadcast channels, running 24 hours a day
* Review, edit, monitor and confirm the on-going reliability of three automation play-lists
* Interact with the automation software, making changes to the on air schedule when necessary to ensure continuity in the on air product
* Maintain all “on-air” and discrepancy reports and troubleshoot technical issues in Master Control, have the ability and composure to perform in an emergency outage situation
* Verify all entries on the log and recording discrepancies
* Monitoring of transmitter insuring it is compliant with FCC specification
* Monitoring tower lights remotely·
* Notify Engineering in the event of an on air technical problem
* Responsible for switching the network signal to uplink house, inserting commercial breaks in conjunction with log requirements, note all on and off air discrepancies

## Qualifications for master control operator

* Associate’s Degree in Communications or similar discipline preferred
* University / College diploma or related working experience required
* Demonstrate a willingness and ability to learn
* Ability to work flexible hours, including evenings, weekends, and overtime
* Proficiency in Windows based Computer Programs
* 2-4 years in a broadcast related field, preferably in a master control environment