



Example of Multimedia Editor Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of multimedia editor. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for multimedia editor

- Report and research topics for interactives, data visualizations, photo galleries and videos
- Contribute to planning for tent-pole projects, social media initiatives and major news events
- Creating and designing high-end graphics and animations for video and multimedia projects
- Assisting in the development of creative approaches to broadcasts, staging/scenery, music and graphic elements used
- Excelling in various aspects of physical production, including lighting, camera and audio operation in studio and on location
- Maintaining working knowledge of new technology, equipment, and/or systems pertaining to the studio and post-production areas
- Researching and submitting requests for software and equipment upgrades that will enhance and improve the production and post production workflow of the studio and post production facility
- Assisting in daily setups of audio / video conferences (ClearOne, LifeSize) web meetings (WebEx, Skype), live streaming/on demand web-casting and auditorium setups (wired/wireless microphones, multichannel audio mixer, audio PA system, Laptop LCD and intergrated AV control system Crestron, AMX, Extron)
- Audio presenting and editing
- Audio recording/producing, on location and in the studio

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- Expertise with responsive design and best practices for designing stories for mobile devices
 - Prior experience in a news environment
 - The ability to teach and coach your co-workers
 - Experience handling both audio and video in the field
 - Bachelor's Degree in Communications, Media, and/or Film / Video Production
 - Expert knowledge in Motion Graphics, Animation Graphics, Final Cut Pro, Adobe After Effects, Pro Tools, Adobe Premiere / Photoshop, and Illustrator (Adobe Creative Cloud)