



Example of Multimedia Job Description

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Our company is growing rapidly and is hiring for a multimedia. 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

- Maintain working knowledge of new technology, equipment, and/or systems pertaining to the studio and post-production areas
- Assist in daily setups of audio/video conferences, web meetings, live streaming/on demand webcasting and auditorium setups
- Gain expertise in DFP/Free-Wheel digital systems, Advisor and NCS television systems
- Record and edit audio and video of instructors and guest lecturers to be employed in EP online courses and courses housed on the Coursera platform
- Collaborate with instructional design staff to create effective online training resources for instructors
- Record and edit audio and video of special events and marketing pieces for publishing to web
- Provide support to and/or livestream program-based events
- Provide support to instructors on best practices when creating video recordings
- Work with various software tools to enhance multimedia presentations, for example, Adobe Creative Cloud editing tools
- Uploading videos to Kaltura – our online video streaming service

Qualifications for multimedia

- Knowledge of webcasting services, video production and signal connectivity

- Post-secondary education at a community college, trade/vocational school, or four-year college/university
- Demonstrated proficiency in of emerging digital tools, technology and social media production
- The ability to lift equipment up to 50 lbs
- Solid understanding of multimedia compression and multimedia streaming principles
- Understanding of of video streaming technologies like MPEG Dash, HLS, RTMP, RTSP etc is required