

**Job Status:**

Open - open and accepting applications

**Date of Notice:** June 29, 2021

**Position:** Media Technician

**Department:** IT/EXTV

**Pay Range:** \$15.22-\$20.98

**Closing Date:** Open until filled

**General Duties:**

This position is responsible for filming government meetings, live broadcast, public events, assisting the public with creating TV programming, photo and video editing, providing AV support for government and public events.

ESSENTIAL DUTIES: (The listed examples may not include all duties of the position)

1. Films a variety of events either live or for later broadcast
2. Edit video footage and photos into a cohesive structure in a timely manner
3. Set up and configure AV systems in different settings
4. Assist and train the public on creating public access TV shows and equipment usage.
5. Troubleshoot video equipment on the spot
6. Performs other related duties as assigned.

**MINIMUM QUALIFICATIONS:**

1. On-the-job training on use of equipment and photo and video manipulation software
2. Knowledge and level of competency of a proficient user of Microsoft Windows.
3. Experience working with AV equipment and/or PC based video editing software a plus.

Email or Mail application to: [Aswanson@exeternh.gov](mailto:Aswanson@exeternh.gov)

Town of Exeter

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