

**Master Control Operator**  
**FISM TV**  
**Exton, PA**

Growing TV ministry, FISM TV, is seeking a Master Control Operator to manage video and audio traffic. FISM TV produces radio and TV programs that are broadcast on stations across the lower 48 states and internationally on stations in Australia and New Zealand. Take a look at our website [www.fismnews.tv](http://www.fismnews.tv)

**Job Description**

In this position, the Master Control Operator will ingest internal and external media into our automation systems for playout, ensuring quality of each file and documenting sponsor commercials that go to air. The ideal candidate must be a Christ-following team player who is humble, reliable, teachable, and able to move in a fast-paced environment.

**Responsibilities:**

- Manage Enco Clipfire (Video) and Enco DAD (Audio) automation programs.
- Monitor media assets moving into the system to be ingested.
- Ensure that the quality of all media is ready for playout.
- Address issues with broken automation rules or errors in automation programs.
- Work to improve automation processes specifically with downloading media from other ministries.
- Communicate with partner networks and stations, taking requests and providing customer service when experiencing technical difficulties.
- Ingest internal and external programs and commercials,
- Make file adjustments and schedule adjustments in advance and on the fly.
- Prepare media from internal production for replay.
- Create playout reports for client programming and sponsor commercials.
- Lead video on-demand asset preparations, quality assurance and publishing.
- Assisting the broadcast team with asset captures when necessary.
- Organize and maintain the asset libraries on the Enco Clipfire and DAD machines.
- Assist the broadcast team with file maintenance and cleaning.

**Requirements:**

- Detail oriented
- Good at math
- Very organized
- Ability to work in a fast-paced environment
- Excited to learn on the job and grow professionally
- Working in a team environment excites you
- Knowledge of Adobe Premiere or Final Cut Pro X and Adobe Audition is a plus
- Familiarity with Enco Clipfire and Enco DAD is a plus

To be considered for this position, please send 3 references, your cover letter, resume, and salary requirements. Be sure to include "FISM TV Master Control Operator" on all application materials in order to help ensure prompt and efficient handling.

Job Type: Full-time