

IOWA DEPARTMENT OF ADMINISTRATIVE SERVICES ▼
HUMAN RESOURCES ENTERPRISE

MASTER CONTROL OPERATIONS TECHNICIAN

DEFINITION

Performs routine duties required in operating master control equipment, with specialization in audio, video, digital, remote control, and computer-based equipment associated with master control; performs related work as required.

The Work Examples and Competencies listed are for illustrative purposes only and not intended to be the primary basis for position classification decisions.

WORK EXAMPLES

Operates master control for on-air operations in the distribution of program material; operates equipment in the Network Operations Center (NOC) area in support of master control and on-air operations.

Operates transmitter/translator control systems located in the principal facility; monitors transmitter/translator facility control systems for proper operation.

Responsible for proper compliance of Federal Communications Commission (FCC) and Federal Aviation Administration (FAA) rules and regulations applicable to all areas of engineering and maintenance of required records associated with the FCC and FAA.

Operates various equipment/systems associated with master control (e.g., A/V switching, A/V servers, character generators, still store, 2000 insertion) and all systems both digital and analog involved in regular operation.

Responsible for checking quality and technical standards of the audio, closed captioning, and video levels to meet broadcast standards.

Diagnoses and performs basic signal re-routes to correct problems until repairs can be made; makes dubs for operations department.

Reports errors and technical problems to the appropriate departments within specified timeframes, maintains required EAS logs, and verifies and corrects program logs.

COMPETENCIES REQUIRED

Knowledge of the basic signal flow through the facility.

Knowledge of traffic and logging procedures.

Knowledge of FCC and FAA rules and regulations applicable to all areas of engineering responsibility.

Ability to operate equipment used in Master Control.

Ability to understand television station operation and the delivery of programming to the viewers.

Displays high standards of ethical conduct. Exhibits honesty and integrity. Refrains from theft-related, dishonest or unethical behavior.

Works and communicates with internal and external clients and customers to meet their needs in a polite, courteous, and cooperative manner. Committed to quality service.

Displays a high level of initiative, effort, and commitment towards completing assignments efficiently. Works with minimal supervision. Demonstrates responsible behavior and attention to detail.

Responds appropriately to supervision. Follows policy and cooperates with supervisors.

Aligns behavior with the needs, priorities, and goals of the organization.

Encourages and facilitates cooperation, pride, trust, and group identity. Fosters commitment and team spirit.

Expresses information to individuals or groups effectively, taking into account the audience and nature of the information. Listens to others and responds appropriately.

EDUCATION, EXPERIENCE, AND SPECIAL REQUIREMENTS

Graduation from an accredited two-year college, or technical school with an associate's degree in electronic technology, or closely related field, and one year of experience in operating, maintaining, and repairing master control electronic equipment;

OR

possession of a certificate in electronics technology, or closely related field, from a recognized technical, military, business, area school, junior college, or university, and two years of full-time experience operating, maintaining, and repairing complex electronic master control equipment in a radio or television transmitter/translator or network studio;

OR

an equivalent combination of education and experience substituting one year of the required experience (30 semester hours or 1 year) for each year of the required education.

NOTE:

Positions in this class are exempt from the screening and referral requirements of the Iowa Department of Administrative Services – Human Resources Enterprise. Apply directly to the employing agency.

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