



**Production Assistant
(Part-time)
Q104 / Mix 96-5
Halifax, NS**

Are you a Van Gogh at the sound board? A Michelangelo of mixing? A da Vinci of editing? If so, you could be just what we're looking for. Newcap Radio Halifax is searching for a creative, self-motivated individual to join our busy (busy!) Production Department in the position of Part-time Production Assistant. We're looking for someone who is able to perform in a fast-paced environment, juggling multiple tasks under the pressure of deadlines. Yes, deadlines. Hurry!

Qualifications:

- good written and oral communication skills
- the ability to work independently and as part of a team
- excellent organizational skills and the ability to cope under pressure
- a willingness to embrace new technology
- a certificate in Radio Broadcasting from an accredited institution or relative work experience
- competent working knowledge and proficiency with the following computer programs: Adobe Audition, Wide Orbit Automation, Microsoft Office applications such as Outlook and Word and various audio and data back-up software
- strong technical understanding of broadcast consoles, telephone hybrid systems and associated peripheral equipment such as pre-amps, compressors and microphones

Send your demo and resume to:

J. Calnan
Creative & Production Director
Newcap Radio Halifax
Email: jcalnan@newcap.ca

Deadline: November 10th. No phone calls please. Only those applicants selected for an interview will be contacted. Newcap Radio values diversity in its workforce and is committed to employment equity. All applications submitted must be accompanied by a completed Employment Equity Questionnaire. This form may be downloaded from the following link: <http://www.ncc.ca/confidential-employment-equity-workforce-survey/>