



Newcap Television

Lloydminster, AB

Master Control Operator / Production Assistant

Newcap Television in Lloydminster AB is looking to fill a full time MASTER CONTROL OPERATOR / PRODUCTION ASSISTANT position. Lloydminster is the city that borders 2 great provinces SK and AB. Lloydminster is a fast growing city with still a small town feel. This is a great opportunity to get into the television industry.

The main duties of the master control position will include but not limited to:

- Inserting designated commercials into live and recorded programs
- Ensuring that all programs start and end at correct times (to the second)
- Monitoring network program feeds
- On-Air quality control
- Recording various satellite feeds for broadcast
- Editing program feeds to the required length
- Switching live events such as NFL football, the emys, the Oscars, the Juno's and various other events
- Monitoring substitutions

The main duties of the production assistant position will include but not limited to:

- Editing / writing of promotional program material
- Editing of news and special projects
- Creating graphic material and fonts using Photoshop program
- Show element playback duties for live and pre-taped programs
- Studio Camera operation / floor director duties
- ENG camera operation on a fill in basis

The successful applicant should have the following skill sets:

- Good math skills
- Able to trouble shoot
- Be well organized
- Show attention to detail
- Work well with others and be a TEAM player
- Be able to multitask well
- Work well under pressure

Additional assets:

- Well versed in Microsoft and Mac systems
- Proven editing abilities as shown in a supplied Demo reel
- Experience in a control room setting

“On Job Training “ is available to the successful applicant but those with broadcast experience or those that have completed broadcast diploma programs are preferred and will be given preference. Please include references.

Please submit your resume to with references included to:

Brent Nordholm
Master Control Manager
Newcap Television
5026-50th Street
Lloydminster, AB
T9V 1P3

Or submit online to bnordholm@newcap.ca

Deadline is February 3 2017

** Only successful candidates will be contacted.