

## **Job Description Master Control Operator**

We are Liberman Broadcasting, Inc. ("LBI") a major Spanish Language TV and Radio Broadcaster, and we're looking for an outgoing, hard working and creative individual to join our Master Control team. LBI is an Equal Opportunity Employer.

### **Summary of essential job functions**

The successful candidate will be responsible for airing programs and breaks in accordance with broadcast log. Monitor broadcast signal and transmitter readings. Exchange material with network stations via FTP and fiber transfers. Familiarity with Harris Automation Systems, BetaSX and XDCAM formats a plus, but will train the right candidate regardless of experience.

### **Minimum requirements**

The successful candidates must possess exceptional communication skills. They must be self-motivated and with the ability to multi-task in a fast paced environment. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. All employees are expected to bring a positive attitude to the work place and be cheerful, cooperative and productive. In addition, the right candidate must have:

- High school graduate; some college preferred.
- Must also have basic knowledge of MS office products, i.e., MS Word and Windows environment.
- Detail Oriented
- Must be able to work a flexible schedule and overtime as required.

**PHYSICAL DEMANDS** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee must occasionally lift and/or move more than 50 pounds. Specific vision abilities required by this job include close vision, distance vision, and depth perception.

### **Contact**

Interested candidates must submit a resume to: Liberman Broadcasting, Inc, 2410 Gateway Drive, Irving, TX 75063 Attn: Imelda Herrera, Human Resources Coordinator. / [www.lbimedia.com](http://www.lbimedia.com) / [iherrera@lbimedia.com](mailto:iherrera@lbimedia.com) / fax: (972)652-2142

### **Disclaimer**

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.