

**MOUNTAIN LAKE PBS**  
**PLATTSBURGH, NY**  
**POSITION DESCRIPTION**

**JOB TITLE:** Broadcast Operations Technician  
**DEPARTMENT:** Engineering  
**REPORTS TO:** Director of Engineering & Technical Services  
**STATUS:** Non-Exempt, Full Time

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***Summary of Job:***

PURPOSE: The Broadcast Operations Technician is responsible for assisting the Director of Engineering & Technical Services with the maintenance and operations of MLPBS technical equipment in the studio and at our transmission sites, as well as supporting our Production & Content team in the production of original video for broadcast and online distribution.

**SPECIFIC DUTIES AND RESPONSIBILITIES**

- Perform troubleshooting of hardware and/or software problems on broadcast equipment and supporting equipment such as AC power generators, uninterruptible power supplies, cooling systems, etc. Repair component or board level as appropriate.
- Repair, maintain and install station owned equipment.
- Provide prompt service in support of daily operations and other station departments.
- Maintain knowledge of proper use and configuration of all station equipment.
- Transport personnel and/or equipment to remote locations via ATV, UTV or tracked snow vehicle.
- Provide operational support for station events
- Other tasks as needed to support operations or facilities upkeep.
- Serve in various roles for studio and remote video productions, including setup of equipment and some video shooting and editing.
- Set up and arrange lighting and audio in the studio and in the field as needed.
- Work collaboratively with other staff members, contractors, interns, and volunteers
- Demonstrate familiarity of and adherence to safe working practices, policies and regulations.
- Other duties as assigned.

**MINIMUM QUALIFICATIONS**

**Education & Training:**

- High School Diploma or equivalent
- Good written and verbal skills, including ability to communicate with non-technical personnel to help resolve equipment issues.
- Good organizational skills, including ability to prioritize.
- Willingness and motivation to learn.

**Work Related Experience:**

- Demonstrated experience maintaining technical and mechanical equipment with emphasis in troubleshooting and/or repair of electronic, electrical and mechanical devices.
- Working knowledge of computers, servers, data infrastructure
- Working knowledge and use of hand tools, powered hand tools, chainsaws and other tools.

**PREFERRED QUALIFICATIONS****Education & Training**

- Associates degree in Electronics or Computer Science, or equivalent training and/or experience

**Work Related Experience**

- Video Production experience, including shooting and non-linear editing is helpful
- Broadcast equipment troubleshooting experience
- Experience with common electrical or electronic test equipment and some plumbing and/or carpentry skills are a plus.

**REQUIRED CERTIFICATION/REGISTRATIONS OR LICENSURE**

Valid U.S. Driver's license.

**PHYSICAL REQUIREMENTS**

Adequate hearing and vision.

The position necessitates some heavy lifting, climbing, prolonged standing or travel. Some mountain trail hiking or emergency maintenance work may be needed during adverse weather conditions. Travel to and from mountain sites may occasionally require air transportation by helicopter.

To apply please send cover letter and resume to:

Human Resources  
Mountain Lake PBS  
One Sesame Street  
Plattsburgh, NY 12901

- or -

[HR@mlpbs.org](mailto:HR@mlpbs.org)