

### **Physical Demands:**

Must possess mobility to work in a production setting and use production equipment including a video camera; strength and stamina to lift and carry production equipment weighing up to 40 pounds, 70 pounds with assistance, carry, hold, maintain, and operate camera equipment weighing 25 pounds for several hours at a time, and to reach and stoop to participate in production activities; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone.

### **Hourly Rate:**

\$11.0709 —\$13.4567 hour

### **About the City**

The City of Pinole is located in the San Francisco Bay Area, on the shores of San Pablo Bay in West Contra Costa County. Interstate-80, which traverses the City, connects the San Francisco/Oakland metropolitan area with Sacramento and points East. Pinole is linked to central Contra Costa County including the cities of Martinez, Concord, and Pleasant Hill by State Route 4, which begins just north of the City and connects with Interstate-680.

The City of Pinole has a land area of more than four square miles; much of the land has gently rolling hills with steeper hills paralleling on the north and south. Elevation in the City ranges from sea level to 500 feet above sea level.

### **Application Process**

You may obtain an application at City Hall located at 2131 Pear Street or from our website at [www.ci.pinole.ca.us](http://www.ci.pinole.ca.us) or you may request an application be mailed to you by calling (510) 724-9006.

Your original application is required (FAXes and copies are not acceptable). You may supplement your application with a resume, but a resume alone will be deemed an incomplete application.

Applicants appearing to have the best combination of education, training and experience will be invited to participate in the examination process. The examination process may include a written examination and an oral board assessment. The City reserves the right to utilize alternative testing methods if deemed necessary.

Appointment is subject to passing a pre-employment physical examination and background screening.

**The final filing deadline  
for this position is:**

**OPEN UNTIL  
FILLED**



The City of Pinole,  
California  
Invites Applications for

# **Cable Equipment Operator**

Part-time, Non-benefitted



## The Position

Under general supervision from the Cable Access Coordinator or designee, operates electronic video cameras to provide taped and audio footage in order to televise designated subject matter for use by the City and the community; maintains video equipment; performs related work as assigned.

### Examples of Duties:

- ◆ Sets up and operates color television cameras and related equipment to record or broadcast various production scenes.
- ◆ Transports television camera and equipment about the studio or at remote locations and adjusts controls to follow action of scenes being recorded or televised.
- ◆ Assumes responsibility for making adjustments and performing minor maintenance on television cameras and equipment, as required.
- ◆ Manipulates audio-gear during productions, as required.
- ◆ Sets up and operates the mobile production van; performs remote production duties including audio control, CG operation, lighting, camera operation, general production support, set-up and striking.
- ◆ Consults with other content specialists and video production staff to determine goals and objectives of a non-scripted municipal television program.
- ◆ Assists Public Access volunteers with their projects, studio and editing needs.

### Knowledge of:

Professional broadcasting camera operation including field shooting and studio operation with single and multi-camera operation.

- ◆ Functions, characteristics, and capabilities of television cameras and audio equipment.
- ◆ Camera accessories, lighting methods and equipment.
- ◆ Operating procedures, maintenance and various types of video and audio production equipment.
- ◆ Computer applications related to the work, i.e. Scala, Leightonix.

### Skill in:

Setting up, operating and maintaining video production equipment including camera, electronic graphics and audio.

- ◆ Receiving technical instructions, expressing ideas concisely and effectively and adapting to rapidly changing situations and schedules.
- ◆ Relating the capabilities and limitations of equipment to the subject or object of the television broadcast.
- ◆ Planning the composition, lighting and color values of the subject or object so as to produce a production that fulfills the objectives for which it is created.
- ◆ Working under time-sensitive, stressful conditions.
- ◆ Establishing and maintaining effective working relationships with those contacted in the course of the work.
- ◆ Working with the public and public access volunteers.

### Education, Training, & Experience:

Equivalent to graduation from high school and at least one year of experience in video production.

### Special Requirements:

Must possess and maintain a valid California Class C driver's license and a satisfactory driving record.

### Working Conditions:

Works inside and outside. May be required to work evening, weekend and holiday hours, special events, overtime and out-of-doors in all weather conditions to operate equipment. May travel to sites outside of the City.

## Pinole TV



### **our mission:**

To provide a non-commercial, community access television station. We are a PEG station – the programming and information offered on this channel is **public, educational & governmental**.