

Job Description

Technical

Position: Technical Producer

A: ACCOUNTABILITY

Accountable to:

Technical Manager, Station Manager (in the event the Technical Manager is unavailable).

B: OVERALL PURPOSE OF POSITION:

To ensure that Madibaz Radio's audio output is of optimum quality.

C: KEY AREAS OF RESPONSIBILITY:

- Assisting in bringing quality audio output to the station's broadcasting.
- Assisting in all technical queries related to the station's operations including but not limited to; balancing volume levels of microphones, monitoring volume levels of backing tracks of shows, monitoring levels of music to ensure it is not too soft or too loud, retrieving show clips for archival purposes and extracting spots for proof of flight to be sent to the station Sales department.
- Providing relevant audio stings which include but are not limited; station identity jingles, show identity jingles, show promotional jingles and advertisements upon requirements from Technical Manager through the Sales department and/or the station manager.
- Assist with outside broadcasts.