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| **1. Position Details** | | | | | |
| **Position Title:** | **Senior Broadcast Support Engineer/Specialist** | | | ***Position Code:*** |  |
| **Position Type:** | *Editorial*  *Support*  *Executive Management* | | | ***Position Grade:*** |  |
| **Base Location:** |  | **Group:** |  | | |
| **Division:** | MENA Division | | | | |
| **Channel / Directorate:** | Technical Operations Directorate | | | | |
| **Department:** | Technical Support Department | | | | |
| **Section:** | Broadcast Support Section | | | | |

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| **2. Relationships** | |
| **Report to :** (Supervisor’s Position) | Head of Broadcast Support |
| **Supervise :** (Subordinates’ Positions) |  |
| **Internal contacts:** | Operations, Broadcast and IT sections, Purchasing, General Services, Legal |
| **External contacts:** | Consultants, Projects Team, Contractors, Suppliers, System Integrators, Service Providers |

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| **3. Position Purpose Summary:** |
| The Sr. Broadcast Engineer Support Engineer/ Specialist is responsible for maintaining, installing, upgrading, monitoring, and repairing broadcast, engineering systems & facilities and building services infrastructure, as well as ensuring that ON AIR programs as well as services provided by engineering facilities are broadcasted on time to the highest possible level of quality. |

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| **4. Key Responsibilities and Accountabilities:** |
| • Installs, maintains, modifies, operates and repairs broadcast equipment and systems, including the latest multimedia technology.  • Working alongside others in the technical department, broadcast engineers use a wide range of equipment and systems to ensure that programmes are transmitted across different transmission centres at the correct times and to the highest standards of technical quality.  • The work can be based in a variety of locations and situations for television. Many programmes are broadcast from studios, but work can also include outside broadcasts (OBs), which involves transmitting sound and images ensuring that they are relayed live back to a studio on time to the highest possible level of quality.  • Perform the Daily Engineering Equipment Checklist for equipment under broadcast area.  • Perform the Daily Engineering Service Checklist pertaining to broadcast area.  • Ensure that the station is on air without interruption.  • Handle the support of complex broadcast systems.  • Troubleshoot, resolve problems, complaints and questions regarding services in a timely and efficient manner.  • Build and execute periodic maintenance plan, down time requirement for all Broadcast IT system.  • Interpret and implement instructions and requests from producers, directors, and other end users.  • Perform periodic checks and adjustments to confirm equipment ready for operations and use.  • Create and update system diagrams according to system expansion and modification.  • Handles materials requisitions and projects requirements and study bidder proposal.  • Minimize loss of service at times of equipment failure by rapidly identifying and implementing alternative methods of service provision.  • Provide 2nd level technical support for all broadcast areas including:  • Digital server recording and play out technologies  • Broadcast automation  • Digital archive systems  • Networking  • Operating systems (MS windows, MAC OS, Linux.. etc.)  • ON AIR graphics and creative systems  • News room systems  • Nonlinear editing system  • Lead team of engineers and technicians to develop and maintain station facility and provide advice on Broadcast equipment’s issues and needs.  • Perform periodic checks and adjustments to confirm equipment ready for operations and use up to the station‘s standard.  • Create and perform ongoing repair, maintenance programs, and equipment replacement programs.  • Perform preventive and corrective maintenance.  • Create specifications of broadcast projects; manage systems engineering schedules, related cost, feasibility calculations and risk performance.  • Participate in the design, construction, equipment selection and implementation of current and future broadcast facility.  • Provide emergency restoration procedures for broadcast facilities.  • Perform technical evaluation and recommendation on broadcast projects.  • Maintain, support and operate all services in the station's building, including Electro-Mechanical Services (Chillers , AHU’s, FCU’s, Precision Units, Split units) UPS, Generator sets, ATS panels, CCTV, Access control, BMS, Fire Fighting System, FM200.  • Support all other activities involved in building service systems such as all types of support to Broadcast Engineering for arranging the furniture’s, Small Carpentry, Carpet works.  • Design and implement changes, recommends modifications, upgrade of existing building facilities and maintaining full system documentation.  • Provide presentations, training assistance, procedures, and manuals and develops unit documentation and database.  • Document and report all required feedback including; weekly unit performance, unit challenges and weaknesses, needs and requirements, reports requested by management, and escalate any issues that need management support.  • Coordinate with other sections, units for smooth daily operations.  • Create ongoing repair, maintenance programs, and equipment replacement programs.  • Create specifications of electrical and mechanical materials requisitions and projects; manage systems engineering schedules, related cost, feasibility calculations and risk performance.  • Participate in the design, construction, equipment selection and implementation of current and future buidling facility.  • Provide emergency restoration procedures for electrical and mechanical facilities.  • Perform technical evaluation and recommendation on electrical / mechanical projects.  • Lead team of engineers and technicians to develop and maintain station facility and provide advice on Building equipment’s issues and needs.  • Keep equipment broadcast operational by coordinating maintenance and repair services; following manufacturer's instructions and established procedures.  • Review the daily report for comments on broadcast equipment failures and act to repair and follow up on them.  • Draft and submit daily technical report regarding broadcast and electronics equipment repairs and installations.  • Conduct troubleshooting and address any pending maintenance issues relevant to broadcast and electronics equipment.  • Assess any technical issues reported to determine root cause and take swift action to fix and report them.  • Participate in the technical evaluation of received equipment and systems.  • Support Broadcast Engineers on installin g and testing repaired and newly acquired equipment.  • Lead team of engineers and technicians to develop and maintain station facility and provide advice on Broadcast equipment’s issues and needs. |

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| **5. Other Responsibilities** |
| • Train other engineers on specific systems/ machines within area of specialization.  • Perform other duties relevant to the job as requested. |

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| **6. Job Requirements and Qualifications** | | |
| **Education:** | Minimum Bachelor Degree in Science with emphasis in Electrical, Electronics, Communications Engineering or related discipline. | |
| **Experience:** | Minimum 4 years of professional experience in Broadcast Engineering and relevant equipment's operation/maintenance. Minimum 5 years of professional experience in building services operation, maintenance and support field | |
| **Skills:** | • TV equipment operation and installation skills  • Building Services Systems operation and installation skills (for building services function)  • Languages  • Computer skills  • Presentation skills  • Communication skills  • Time management skills  • Interpersonal skills  • Organization skills | |
| **Knowledge** | For Broadcast Function:  • Knowledge in conventional and modern broadcast technologies (automation systems, file based storage, Play-out technologies and On-Air Graphics)  • Knowledge in broadcast infrastructure and understanding for Broadcast system cabling installation requirements.  • Knowledge in Television systems and theory, analog and digital communications and digital television transmission.  • Knowledge in Video compression including MPEG-2/MPEG-4 and SD/HD.  • Knowledge in production and post-production including studio cameras, ENG cameras, linear and non-linear editing, audio/vision mixer.  • Knowledge in emerging technologies within the broadcast industry  For Building Services: • Knowledge in complex technical drawings and reports  • Practical and theoretical knowledge in UPS system, ATS panels, Generators and all types of power distribution; HVAC System, BMS system, plumbing and sanitary systems. • Knowledge in basic measurement and testing instruments for power and signal. | |
| **Abilities:** | • Able to read and interpret schematic drawings, flow diagrams, and technical manuals.  • Able to multitask  • Able to work under pressure  • Able to work in shifts  • Able to meet deadlines  • Able to lead a team of engineers and technicians  • Able to analyze and solve technical problems.  • Able to read and interpret schematic drawings, flow diagrams, and technical manuals.  • Able to work in rotational shift 24/7/365.  • Must be flexible and willing to adapt to various situations and rotating work schedules which includes working major holidays.  • Able to work with minimum supervision. | |
| **Core**  **Competencies:** | 1- beIN Sports ethics and code of conduct. 2- beIN Sports spirit. 3- Diversity. 4- Integrity. | |
| **Work Environment:** | Office and field work | |
| **Job Demands:** | Physical characteristics: |  |
| Other characteristics: |  |

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| **7. Performance Measures** |
| • Effectiveness and accuracy of deliverables including RFP's, specifications and recommendations.  • Efficiency in solving problems.  • Quality of services and accuracy of reports provided.  • Speedy in responding to requests and complaints with short notice.  • Safety of the employees in the designated area. |

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| **8. Tools and Equipment** |
| • Computer, Internet and related software applications including word processor, power point, excel spreadsheet, Visio applications.  • Waveform monitors  • Video/Audio measurement equipment  • Computer, Internet and related software applications including word processor, power point, excel spreadsheet, Visio applications.  • Electrical and mechanical measurement tools  • Safety Tools  • General mechanical tools (screwdrivers; drills; hammer and pliers Wrenches)  • General electrical tools (Voltmeters; Crimping tools…..)  • Jig saw; vacuum pump  • Welding tools  • Video/ audio Installation tools  • Workshop for repair and maintenance  • Testing and Measurement tools |