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| **1. Position Details** |
| **Position Title:**  | **Studio Controller** | ***Position Code:***  |   |
| **Position Type:**  | [ ]  *Editorial* [ ]  *Support* [ ]  *Executive Management* | ***Position Grade:***  |  |
| **Base Location:**  |  | **Group:** |  |
| **Division:**  | MENA Division |
| **Channel / Directorate:**  | Technical Operations Directorate |
| **Department:** | Studio Operations Department |
| **Section:**  | Studio Control Section |

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| **2. Relationships** |
| **Report to :** (Supervisor’s Position) | Head of Studio Control |
| **Supervise :** (Subordinates’ Positions) |  |
| **Internal contacts:** | Studio operations gallery crew, Presenters |
| **External contacts:** |  |

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| **3. Position Purpose Summary:** |
| The Studio Controller is responsible to set-up, operate, and maintain broadcast station computers and networks. |

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| **4. Key Responsibilities and Accountabilities:** |
| • Ensure the sets, props, and technical equipment are safe and working• All set elements are in proper position and ready for performing life or recorded production• Ensure there is communication between presenter/guest and the control room/gallery• Ensure to perform the aliasing between presenter and director if communication equipment are not functioning properly• Working in out-door production and ensure all sets are working and ready for life or recorded production• Ensure that all mobile phones of talent and guest are switch off• Ensure that the set is noise free for production• Ensure that personnel working inside the studio are in safe environment |

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| **5. Other Responsibilities** |
| • Perform other duties relevant to the job as requested |

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| **6. Job Requirements and Qualifications** |
| **Education:**  | Minimum High School or Higher Diploma |
| **Experience:**  | Minimum 2 years television studio environment, Media or any similar role. |
| **Skills:**  | • Computer skills• English skills essential• Multi-tasking skills• Win plus operating skills• Good communication skills• Willingness to learn new skills |
| **Knowledge** | • Knowledge Of News & Current Affairs an advantage |
| **Abilities:**  | • Ability to work under pressure• Ability to adapt to work with different presenters• Ability to be a team player |
| **Core** **Competencies:** | 1- beIN Sports ethics and code of conduct.2- beIN Sports spirit.3- Diversity.4- Integrity. |
| **Work Environment:**  |  |
| **Job Demands:**  | Physical characteristics: |  |
| Other characteristics: |  |

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| **7. Performance Measures** |
| • QUALITY OF WORK• AMOUNT OF ERRORS ON AIR |

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| **8. Tools and Equipment** |
| • WINPLUS AUTOCUE SYSTEM• COMPUTER• INTERNET• NCRS |