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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 |