



Editor/Social Media – Post-Production

Job Description and Responsibilities:

- Edit raw content for television and web from assembly to delivery
- Source and collect b-roll daily from various sources in a timely manner
- Ensure the correct formatting for final programs according to different delivery specifications
- Use Closed Caption Creator to quickly create closed captions for programs to meet deadlines
- Work with Digital Media Content Manager and Production Manager to determine daily requirements
- Review content created by inhouse AI program for errors.
- Review and upload segments and programs with correct titles and descriptions to various social media platforms (Website, Vimeo, Facebook, YouTube, X, LinkedIn and TikTok) in a quick and proficient manner

Requirements:

- Currently enrolled in a College or University program in post-production
- High level of technical expertise
- Extensive working knowledge of Adobe Premiere, Audition, After Effects and Photoshop, PC and Mac
- Capacity to work in a fast-paced team environment as well as individually
- Ability to work under pressure and meet deadlines
- Attention to detail

Term:

12-week placement June to August, 35 hours per week, \$19.00/hour

Contact:

All applications for the 12-week Summer Student position must be submitted to careers@tmginc.com.

Only selected candidates will be contacted for further consideration.