



HARRIS-STOWE STATE UNIVERSITY

POSITION VACANCY NOTICE

MEDIA TECHNICIAN

Harris-Stowe State University has an opening for a full-time Media Technician in its IT Department. A successful candidate for this position is knowledgeable on a wide range of technology, a creative thinker, successful multitasker, and customer service oriented.

Primary responsibilities:

- Primary technician for audio and lighting services for events held on various campus venues.
- Shoot, edit and produce video of campus events and promotional pieces
- Shoot and archive Photographs of campus events
- Assist students, faculty and staff with multimedia projects
- Provide classroom technology support
- Assist IT Department as needed
- Develop training materials

Qualifications:

- Candidate should have experience with a wide range of technology including: Operating digital and analog sound and lighting consoles for a variety of live events; portable audio and multimedia equipment; DSLR and Video cameras; Windows and Mac OS; Adobe Creative Suite and Microsoft Office.
- Available to work nights and weekends
- Bachelor's degree in Communications, New Media, Audio Production or related
- Ability to lift 50 lbs.
- Ability to climb ladders

Only complete applications will be accepted.

Applicants should submit a cover letter summarizing their qualifications and experiences, resume, university employment application and un-official transcripts to:

**Harris-Stowe State University
Office of Human Resources
3026 Laclede Avenue
St. Louis, MO 63103
FAX: 314-340-3395**

Applications may be downloaded from our web site www.hssu.edu

"Please No Phone Calls"

Due to the large number of applications submitted and the high volume of applicant inquiries we receive regarding the status of applications, we are unable to accept phone calls or walk-in inquiries regarding applicant status.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER