



**POSITION:** Television Instant Replay Operator (Part Time)  
**REPORTS TO:** Technical Services Manager  
**DEPARTMENT:** Operations  
**FLSA STATUS:** Non-Exempt

### **SUMMARY**

Under general supervision, performs work as an Instant Replay Operator that displays video content as directed for live events such as sporting events, high school graduations and events related to video production.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Include the following. All other duties and responsibilities may be assigned.

- Operate Instant Replay controller and video recorder equipment that displays instant video content for live events.
- Collaborate, support, and follow instructions from technical director as directed.
- Attend production meetings prior to start of events and at times after events as required.
- Report irregularities, discrepancies, safety or damage concerns or loss of property promptly to supervisor.
- Must be able to receive and understand programming, loading and display information as an Instant Replay Operator as instructed from the technical director.
- Ability to perform the displaying of video content accurately
- Organize and prioritize work to meet deadlines
- All other duties and responsibilities as assigned

### **SUPERVISORY RESPONSIBILITIES**

This position has minimal supervisory responsibilities. In the event supervisory responsibilities are temporarily assigned to a ticket seller, they must carry out supervisory responsibilities in accordance with SMG's policies and applicable laws.

### **QUALIFICATIONS**

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### **EDUCATION AND EXPERIENCE**

- High School Diploma or Equivalent
- 2 years of experience with Instant Replay Controller or related system required
- 1 year of experience with live sporting event required
- Combination of education and experience will be considered
- Degree in film or broadcasting or in a related disciplines a plus.

### **KNOWLEDGE, SKILLS AND ABILITIES**

- Knowledge of television equipment, methods, production, TV jargon, and equipment used in television productions of sporting events, high school graduations and events related to video production.
- Knowledge of practices and procedures related to the operations of running instant replay equipment

and the proper use and care of such equipment.

- Positive, customer service oriented attitude at all times.
- Effectively work under stringent schedule with accurate results
- Ability to work independently and within a team environment
- Ability to exercise judgment and initiative
- Ability to adjust to situations as they occur
- Ability to work in a fast pace environment or control room
- Ability to pay attention to details
- Must have positive attitude and enthusiasm
- Ability to follow direction

#### **PHYSICAL REQUIREMENTS**

- Frequent sitting.
- Repetitive motion of the wrists, hands, and fingers.
- Exerting up to 20 pounds of force occasionally, and /or up to 10 pounds of force frequently, and/or up to 40 pounds of force rarely.

#### **WORKING ENVIRONMENT**

- May be exposed to occasional to frequent noise during events
- May be exposed to vibrations during events caused by extreme noise
- May be exposed to strobe lights/lasers during events
- Moderate to extreme exposure to noise during events.

#### **HOURS OF WORK AND TRAVEL REQUIREMENTS**

- Travel negligible
- Shifts vary – Required to work any shift needed (as scheduled)
- Ability to work irregular hours, including nights, weekends, and holidays.

**NOTE: The essential responsibilities of this position are described under the headings above. They may be subject to change at any time due to reasonable accommodation or other reasons. Also, this document in no way states or implies that these are the only duties to be performed by the employee occupying this position.**

TO APPLY:

*Submit Resume & Cover Letters to:*

Human Resources Coordinator  
Chesapeake Energy Arena-Cox Convention Center  
One Myriad Gardens  
Oklahoma City, Ok. 73102  
[hrrsmg@chesapeakearena.com](mailto:hrrsmg@chesapeakearena.com)  
Fax (405) 605-8037  
Phone (405) 602-8500

Applicants who need a reasonable accommodation to complete the application process may contact (405) 602-8500.

**SMG is an Equal Opportunity/Affirmative Action employer, and encourages Women, Minorities, Individuals with Disabilities, and protected Veterans to apply. VEVRAA Federal Contractor.**