

<b>TITLE:</b> <u>WDET Senior Media Engineer</u>	<b>SALARY</b> <b>SCHEDULE:</b> <u>        B        </u>	<b>ISSUED:</b> <u>7/03</u> <b>CLASS</b> <b>CODE:</b> <u>PE343</u>
<b>UNION:</b> <u>P&amp;A, Local 1079, U.A.W.</u>	<b>SALARY</b> <b>GRADE:</b> <u>        13        </u>	<b>EEO</b> <b>CODE:</b> <u>  30  </u>
	<b>FLSA:</b> <u>    Exempt    </u>	<b>E-CLASS:</b> <u>  PE  </u>

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**POSITION PURPOSE**

Install, upgrade, repair and maintain electronic broadcast audio and transmission equipment and workstation facilities in support of programming, production and broadcasting services of WDET-FM. Provide seasoned technical knowledge and experience of network and broadcast operating hardware and software and streaming technology in order to troubleshoot problems and recommend enhancements to operations.

**ESSENTIAL JOB FUNCTIONS**

- Install, upgrade, repair and maintain functionality of ENCO broadcast audio workstations to support on-air and production audio recording, editing and selection replay. Upgrade, install and maintain new/multiple servers, platforms and enhanced software, hardware and networking equipment.
- Install, upgrade, repair and maintain broadcast transmitter and related broadcast equipment in accordance with FCC government guidelines and to support 24 hour/7 day a week radio transmission. Provide problem resolution and specialized technical radio engineering assistance.
- Provide technical support and maintenance of WDET-FM website to ensure on-going internet availability. Install, update and maintain streaming audio server and encoder systems to allow internet audio signal availability to the listening audience. Provide first tier support by resolving operating problems and coordinating the resolution of complex issues.
- Maintain and monitor the functionality of all analog and electronic broadcast equipment utilized in the studio facility. Interface with the on-air and production staff in diagnosing, analyzing and resolving radio engineering technical problems and operational failures.
- Serve as a technical project leader and subject matter expert on large and complex installations, upgrades and migrations of broadcast audio and transmission equipment, servers, platforms and networking software and hardware. Interface with external vendors in the procurement of equipment, parts and supplies; serve as liaison with industry professionals in resolving problems and keeping current with broadcast engineering technology.
- Provide work direction and project coordination to technical support staff; train in appropriate methods and procedures; respond to inquiries and provide technical guidance as needed.
- Maintain accurate and current technical documentation; prepare statistical reports and summaries to monitor broadcast equipment operation efficiency and resolve potential problems.
- Perform related work as assigned.

## **ADDITIONAL COMMENTS**

This classification is designed to provide seasoned technical knowledge and experience in broadcast and network operating technology in order to support a 24 hour/7 day a week programming, production and broadcasting services at WDET-FM. Work activities require knowledge and experience of radio broadcast equipment, frequency transmission/antenna systems, automated satellite downlink equipment, FCC broadcast rules and regulations, related network operating software, hardware and administration tools, and the ability to maintain multiple audio workstations. This classification level functions as a subject matter expert (e.g., streaming technology) and a technical lead on large and complex projects. This position provides functional work direction to technical support staff. This classification is located in WDET-FM and reports to and receives work direction from a management level position.

## **MINIMUM QUALIFICATIONS**

- Graduation from an accredited college or university with major coursework in mass communications, radio or television broadcasting, or an equivalent combination of education and/or experience.
- Considerable knowledge and experience in broadcast technology.
- Considerable knowledge of network operating software, hardware and administrative tools, specialized networking products, and personal computer technologies.
- Considerable knowledge and experience with broadcast streaming technology.
- Some knowledge and experience with radio frequency transmission/antenna systems and automated satellite downlink systems.
- FCC general class license.
- Ability to diagnose, analyze, resolve and develop solutions to technical operational problems.
- Ability to read technical documentation, maintain records and prioritize work.
- Ability to establish and maintain an effective working relationship with internal customers, vendors and other technical support staff.
- Ability to provide technical support to a broadcast radio website.
- Typically, incumbents worked at a radio or television station.

THIS DESCRIPTION IS INTENDED TO INDICATE THE KINDS OF TASKS AND LEVELS OF WORK DIFFICULTY THAT WILL BE REQUIRED OF POSITIONS THAT WILL BE GIVEN THIS TITLE AND SHALL NOT BE CONSTRUED AS DECLARING WHAT THE SPECIFIC DUTIES AND RESPONSIBILITIES OF ANY PARTICULAR POSITION SHALL BE. IT IS NOT INTENDED TO LIMIT OR IN ANY WAY MODIFY THE RIGHT OF ANY SUPERVISOR TO ASSIGN, DIRECT AND CONTROL THE WORK OF EMPLOYEES UNDER THEIR SUPERVISION. THE USE OF A PARTICULAR EXPRESSION OR ILLUSTRATION DESCRIBING DUTIES SHALL NOT BE HELD TO EXCLUDE OTHER DUTIES NOT MENTIONED THAT ARE OF SIMILAR KIND OR LEVEL OF DIFFICULTY.

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