



## JOB DESCRIPTION

**JOB TITLE:** IT Support / Post Production Engineer  
**REPORTING TO:** Technical Director

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### COMPANY OVERVIEW

Picture Production Company is a leading International Creative Production agency that combines a dedicated award-winning creative team with unparalleled production facilities.

With offices in London and LA, we offer a full agency cross platform service that delivers on brief, on budget and on schedule – our commitment, our passion and our attention to detail can be seen on-screen in each and every job we do.

### ROLE OVERVIEW

Picture Production Company is looking to appoint a Support Engineer. This role will primarily support our Corporate IT infrastructure, but would suit applicants who also have experience of, or are keen to branch into media engineering within a post-production environment. The successful candidate will have experience of administering complex and cutting-edge IT systems, preferably within a broadcast or post-production environment. An advantage would be a good knowledge of video and film standards, codecs and production techniques. They should also be pro-active, enthusiastic and work-well under pressure, either solely or as part of a wider team.

This role will report directly to the Technical Director and primarily will be a Monday to Friday office hours position, although some flexibility and occasional weekend work may be required.

### SKILLS & EXPERIENCE

#### Essential Skills

- Practical experience of designing, installing, administering and maintaining Hyper-V architectures.
- Microsoft Azure and Active Directory administration, including OU's, Security Groups, DNS, file and print sharing.
- Support and administration of large scale storage arrays.
- Large-scale administration and deployment of Office/Exchange 365.
- Excellent IP networking skills, including VLAN's, ACL's and preferably Cisco switch programming experience.
- Experience of managing company-wide back-up schedules and systems – particularly Arcserve, would be advantageous.
- Administration of CCTV, security and VoIP phone systems.
- The expertise to prepare, deploy, troubleshoot and provide 1<sup>st</sup>-line support for both PC and Apple hardware and software solutions – including, but not limited to Windows, MacOS and Linux
- Practical understanding of web-hosting and cloud-based server management.
- MCSE qualifications and powershell scripting would be extremely advantageous.



## **Bonus Skills**

- Good solid understanding of film and video standards and codecs.
- Experience in the support of Adobe Premiere, Avid Media Composer, Pro-Tools or Adobe Creative Cloud graphics workstations.
- Experience of Stornext or Editshare filesystems.
- Knowledge of transcoding technologies (Telestream Vantage, Alchemist, Adobe Media Encoder)
- Aspera Faspex, Point-to-Point or other secure file delivery platforms.
- Practical knowledge of media asset management systems and workflows.