



VIDEOGRAPHER & EDITOR

(Payclass 09)

Newsroom and Video Production Unit Communication and Marketing Department

The University of Cape Town's (UCT) Communication and Marketing Department (CMD) seeks a highly competent Videographer & Editor to join the Newsroom and Video Production unit. The successful candidate will contribute to the delivery of excellent multimedia content.

The main purpose of this position is to film and edit motion picture productions for use on UCT's various communication platforms. This video content must offer a strong narrative and communicate a clear message that conveys UCT's strategic goals, vision and mission to both internal and external stakeholders.

The successful candidate will film and edit video content within quick turnaround times and be a skilled and diplomatic communicator who is able to work both independently and as part of a team. The position requires flexibility in terms of working hours as you may be required to work after hours and/or on weekends.

Key requirements

- An appropriate NQF 6 or higher tertiary qualification in cinematography/editing or related area
- Minimum of four years combined experience in a video editor and videography position
- Demonstrable proof of quality videography and video editing skills
- Proficiency in lighting for video
- Proficiency in location sound recording and studio sound recording
- Experience in basic sound editing
- Proficiency in filming with a variety of cameras in the DSLR range
- Experience in basic colour grading
- Proficiency in working with editing software (e.g. Premiere Pro, Avid Media Composer, Lightworks, After Effects or Final Cut Pro)
- Experience in offline video editing
- Experience in basic online video editing
- Excellent knowledge of various video formats and exporting practices
- Experience in asset management and data wrangling
- Ability to work under pressure, both independently and as part of a team
- Ability to film and edit under tight deadlines
- Time-management skills with a systems-focused approach to tasks
- Effective problem-solving with regards to computer-related issues
- Excellent verbal and written communication skills.

The following would be advantageous

- Experience in directing voxies
- Knowledge of South Africa's media practices in terms of republication of content, images, videos
- Knowledge of South African laws in relation to human rights, limitations to freedom of speech, informed consent and filming of minors
- Understanding of online publishing conventions specifically in relation to the publication of online news content.

Responsibilities

- Filming using designated equipment as per brief received
- Offline editing
- Basic online editing of videos
- Packaging and publishing videos as per project requirements
- Basic sound editing of footage: recording or sourcing necessary sounds, inserting music, subtitles and sound effects
- Basic grading of footage
- Filming and directing voxies
- Assist in directing small shoots
- Assist in developing video strategies for UCT's varied channels in order to promote the university, share information with various constituencies and record important moments in the university's history
- Setup and operate various production equipment including cameras, audio and lighting for location and studio productions
- General maintenance of all equipment to ensure that they are secured and in good working order
- Managing an effective data storage system
- Scheduling time and progress on project tracking platforms
- Collaborating and liaising with internal and external stakeholders throughout the production process.

The position is a two-year fixed term contract. The annual cost of employment, including benefits, is between R 254 510 and R 402 275.

To apply, please email the below documents in a **single pdf file** to Ms Megan White at recruitcmd@uct.ac.za

- UCT application form (download <http://forms.uct.ac.za/hr201.doc>)
- One-page letter of motivation
- Two-page curriculum vitae (CV)
- Two video samples of no more than five minutes each that showcases each of the following:
 - your offline editing skills
 - your camerawork/filming skills

**All video samples to be provided via links (Do not make use of links that expire)*

Please ensure the position title and reference number are indicated in the subject line of your email.

An application that does not comply with the above requirements will be regarded as incomplete.

Only shortlisted candidates will be contacted and will be asked to do a competency test.

Telephone:	021 650 3732	Website:	http://www.uct.ac.za/services/communication/
Reference number:	E21028	Closing date:	13 November 2020

UCT is committed to the pursuit of excellence, diversity and redress in achieving its equity targets. Our Employment Equity Policy is available at uct.ac.za/downloads/uct.ac.za/about/policies/eepolicy.pdf.

For this post we seek particularly to attract black (i.e. African, Coloured and Indian) South Africans and persons with disabilities.

UCT reserves the right not to appoint.