



Quest Corporation of America, Inc. (Quest) is seeking an experienced technology professional to serve as our Video Production Specialist serving statewide from our Corporate location. The ideal candidate will thrive in a fast-paced and dynamic organization.

DESCRIPTION: The applicant must be able to execute studio and field-based photography and videography. This includes but is not limited to the planning, filming, editing and photography for various kinds of client projects. The position requires the ability to shoot and assemble recorded footage into a finished product that matches the client's vision and is suitable for broadcast on multiple platforms, as well as the skills and knowledge to capture and edit still photos for use in client marketing. The Video Production Specialist must test and prepare lighting equipment and cameras for use; edit a film's visual elements in post-production; creating storyboards and scripts; identify set locations; work with clients; and provide administrative functions for each client contract, including in-person and online meetings and presentations.

The ideal candidate should possess a background in and/or a degree in multimedia, video production, photography, marketing, public relations, or other related fields. Prior experience and familiarity with video production, photography, video editing, sound production, video animation and graphic design disciplines are a must. Drone experience is a plus. This position requires a 40-hour work week. Hours worked will typically adhere to Quest's normal business hours of 8 a.m. to 5 p.m. (with an hour lunch) and may also occur on evenings, weekends, and other non-business times. Advance notice of expected hourly commitments will be provided. This position will report directly to Quest's Business Unit Leader for creative assignments and support.

Responsibilities include but are not limited to:

- In cooperation with other team members, coordinate pre-production and production planning activities; conduct field-based and studio video production which involves interacting with clients and operating all portable video and audio equipment; transport and set up lighting and audio equipment as required; provide limited troubleshooting and maintenance of field production equipment
- Light, shoot and edit still frame photography.
- Manipulate and edit film pieces in a way that is invisible to the audience using industry standard and advanced editing techniques.
- Collaborate with team and Business Unit Leader weekly to review production needs.
- Plan and perform video post-production tasks which includes reviewing footage, making editorial decisions, video transcoding, rough cuts, audio adjustment, color correction, and final editing using Adobe Premiere Pro software, Adobe Audition, Adobe After Effects, Adobe Photoshop, and/or Adobe Lightroom; utilize computer graphics and special effects for video post-production in accordance with the overall production concepts; compress video projects for output; capture recorded video using software and encode media appropriately; make video products available in a variety of formats including streaming media files.
- Trim b-roll and create a story based on the sound bytes selected.

- Collaborate with the Sound Engineer to input music, sound bytes, and update template graphics with appropriate logos.
- Record and edit voice overs and multi-spectral editing.
- Create rough and final cuts.
- Ensure logical sequencing and storytelling.
- Consult with the video team, Business Unit Leader, and project manager(s) from production through post-production to guarantee the workflow, documentation, and design standards are being upheld.
- Continuously discover and implement new editing techniques and industry's best practices to maximize efficiency.
- Ability to manage time and projects to ensure deadlines are consistently met.
- Ensure all content is on brand and meets client's requirements.
- Work within budgetary constraints.
- Prepare weekly/monthly reports.
- Attend meetings and presentations, when necessary.

PROFESSIONAL REQUIREMENTS:

- Excellent attention to detail with the ability to work well under pressure.
- Excellent interpersonal skills.
- Must be able to manage multiple projects simultaneously.
- A minimum of 3 years' experience in a similar role.
- Proven working experience in video editing using Adobe Premiere Pro CC.
- Ability to use Adobe Audition, After Effects, Photoshop, and Lightroom.
- Demonstrable video editing ability with a strong portfolio.
- Thorough knowledge of timing, motivation, continuity, etc.
- Creative mind, interviewing and storytelling skills.
- Ability to travel at times, including weekends.

PREFERRED REQUIREMENTS:

- Technical Certificate, BS degree in video editing, video production, or 5 years on the job experience in a related field.
- Skilled professional in MicroStation, Maya, and Final Draft.
- Drone experience / license.
- Background in Marketing and Business Development.
- Knowledge of construction industry.
- Experience working with all government entities.

Quest Corporation of America, Inc. is an equal opportunity employer and does not discriminate based on race, color, religion, creed, sex, national origin, age, disability, pregnancy status, sexual orientation, gender identity, veteran status, marital status, or other status protected by law.