

Video Editor & Graphic Designer

Video Editor & Graphic Designer has a creative eye for compelling storytelling, shot composition, visual design and detail. They are a master of all trades in video/ graphic production and takes on every project with a positive attitude.

Responsibilities

- Edit raw footage to create promotional and educational videos using in-house equipment; assist with script development; capture new footage and apply effects; assemble/edit materials including graphics, photography, dialogue, existing footage, and sound effects
- Handle administrative responsibilities associated with projects including organization of file information, video assets and audio and video archive
- Comprehensive understanding of video development and production, and streamlining process for maximum efficiency
- Experience mixing audio, selecting music tracks and colour correcting footage
- Have sound experience in social media and editing

Requirements

- Degree in communications, journalism, marketing, graphic design, or related field, or demonstrated success in relevant professional fields;
- Minimum 3 years related professional experience in a production environment;
- Strong visual communications skills, including the ability to communicate complex concepts and data through images;
- Solid verbal and written communication skills; Good communicator that can work easily with digital and social media teams
- Thorough knowledge of Adobe Creative Suite (mainly InDesign, Illustrator, Premiere, and Photoshop), Microsoft Office, DropBox, and G Suite;
- Familiarity with best practices for graphics and video content on social media platforms (YouTube, Facebook, Twitter, Instagram);
- Skills of video camera operation including exposure, lighting, composition and audio
- Knowledge of Sony or Canon DSLR cameras
- Strong understanding of camera file format workflow
- Excellent attention to detail and organization
- Adaptable and quick to learn new processes and tools
- Has a "whatever it takes" attitude
- A track record of performance meeting targets and objectives
- PLEASE NOTE THAT OTHER RESPONSIBILITIES AND DUTIES MIGHT BE REQUIRED AS THIS ROLE DEVELOPS OVER TIME.

**** WE WILL ONLY RESPOND TO CANDIDATES WHO PROVIDE A LINK/PDF TO THEIR PORTFOLIO ****

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