

SKILLS FRAMEWORK FOR MEDIA																																				
SKILLS MAP - TECHNICAL SUPPORT OPERATOR* (VIDEO TAPE OPERATIONS AND/OR VIDEO TECHNICAL OPERATIONS, CAMERA CONTROL UNIT OPERATIONS, STUDIO GRAPHICS OPERATIONS)																																				
Sector	Media																																			
Sub-sector	TV and Broadcast																																			
Track	Production Technical Services																																			
Sub-track	Studio Management																																			
Occupation	Studio Technical Services Professional																																			
Job Role	Technical Support Operator* (Video Tape Operations and/or Video Technical Operations, Camera Control Unit Operations, Studio Graphics Operations)																																			
Job Role Description	<p>The Technical Support Operator operates recording equipment to record videos from various sources to fulfil the requirements of studio production for video tape and/or technical (VT) operations. He/She also controls the quality of video output from cameras in terms of colour balance and lighting for camera-control unit (CCU) operations. He prepares and displays on-screen graphics for live productions or outside broadcasting events using on-air graphics devices for studio graphics operations.</p> <p>He may work across one or multiple areas of studio technical operations specialisations which may include VT operations, CCU and studio graphics operations.</p> <p>The work requires high levels of concentration to deliver a smooth production, amidst high pressure. He operates in a fast-paced and dynamic environment where he should be responsive with the ability to react quickly under pressure. He is required to work shifts to accommodate the production requirements.</p> <p>He should be detail-oriented and be able to multi-task. He should be comfortable in the technical aspects of the areas he is responsible for. He should also be an effective communicator to be able to coordinate with multiple stakeholders.</p>																																			
Critical Work Functions and Key Tasks	<table border="1"> <thead> <tr> <th>Critical Work Functions</th> <th>Key Tasks</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Prepare for studio/outdoor broadcast (OB) production operations</td> <td>Prepare a comprehensive set of requirements for technical support operations by collaborating with camera and direction teams</td> </tr> <tr> <td>Confirm specific technical instructions for special production requirements by coordinating with creative and technical leadership</td> </tr> <tr> <td>Perform functionality checks on all equipment before commencement of production</td> </tr> <tr> <td colspan="2" style="text-align: center;">Specialisation in Video Tape and/or Video Technical (VT) Operations</td> </tr> <tr> <td rowspan="7">Execute VT operations</td> <td>Set-up recording equipment for recording from various sources as required</td> </tr> <tr> <td>Record videos from various sources as instructed by the production teams</td> </tr> <tr> <td>Convert recorded video to required format and technical parameters as required</td> </tr> <tr> <td>Digitise physical tapes as required for the purpose of archival on digital platforms</td> </tr> <tr> <td>Manage storage of digital files for recorded content as well as digitised archive materials</td> </tr> <tr> <td>Retrieve digital files for playout as per broadcast requirement</td> </tr> <tr> <td>Prepare reports regarding equipment failures and any other relevant VT issues</td> </tr> <tr> <td colspan="2" style="text-align: center;">Specialisation in Camera Control Unit (CCU) Operations</td> </tr> <tr> <td rowspan="6">Execute CCU operations</td> <td>Perform camera line-ups-matching camera parameters for colour and exposure</td> </tr> <tr> <td>Monitor cameras' video level via a waveform monitor for quality control in terms of luminance and chrominance levels</td> </tr> <tr> <td>Maintain output of camera parameters as per set standards and settings</td> </tr> <tr> <td>Control and 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	Stay updated on the rapidly changing on-air graphics technologies			
Skills and Competencies	Technical Skills and Competencies		Generic Skills and Competencies (Top 5)	
	Colour Grading	Level 3 ^{^^}	Digital Literacy	Advanced
	Media File Formats Conformation	Level 3 ^{^^^}	Creative Thinking	Intermediate
	Studio Graphics Operations	Level 3 [^]	Decision Making	Intermediate
	Vision Mixing	Level 2 ^{^^}	Teamwork	Intermediate
Programme Listing	For a list of Training Programmes available for the Media sector, please visit: www.skillsfuture.sg/skills-framework/Media			

The information contained in this document serves as a guide.

NOTE: *Text in brackets refer to specialisations included in the job role

NOTE: ^ Skills needed for Studio Graphics operations

NOTE: ^^ Skills needed for Camera Control Unit (CCU) operations

NOTE: ^^^ Skills needed for Video Tape Operations and/or Video Technical (VT) Operations