

SKILLS FRAMEWORK FOR MEDIA		
SKILLS MAP - 2ND ASSISTANT CAMERAMAN/CLAPPER/LOADER* (DATA WRANGLING)		
Sector	Media	
Sub-sector	Film and Video, TV and Broadcast	
Track	Production Technical Services	
Sub-track	Camera	
Occupation	Camera Professional	
Job Role	2nd Assistant Cameraman/Clapper/Loader* (Data Wrangling)	
Job Role Description	<p>The 2nd Assistant Cameraman/Clapper/Loader supports shooting operations during production by preparing equipment before the commencement of shooting and coordinating the packing at the end of the shoot. He/She begins work before shooting by unloading, organising and preparing all of the camera equipment for each day's work. He is also in charge of the camera paperwork and completing the camera reports.</p> <p>He may be required to assist in document storage, document back-up and file processing for the footage captured during shoots. This involves copying and backing up raw footage from various cameras to ensure seamless transfer of the content from production to post-production. He also performs basic look-up table (LUT) corrections for coherence from the shooting stage to the post-production stage.</p> <p>The work involves long hours of physically demanding tasks especially the capture of motion sequences amidst high pressure. He is expected to operate in an outdoor environment and may be required to travel depending on the location of the shoot.</p> <p>He should have knowledge of camera equipment and camera operations. He is able to take direction and work as part of a team, particularly on multi-camera shoots. He should have good colour vision and hand-eye co-ordination.</p>	
Critical Work Functions and Key Tasks	Critical Work Functions	Key Tasks
	Prepare for the shoot	Prepare camera reports by completing all the necessary administrative paperwork
		Participate in rehearsals to understand the scene-wise visual requirements
		Assist in spiking marks and positions
		Anticipate and plan camera movements and positions by collaborating with the production team
		Perform the loading and replacing of film magazines during shoot
		Monitor the use of the film stock inventory
		Assist in the unpacking and packing of camera equipment and camera preparation at the beginning of the day's shoot and at the close of production respectively
	Perform shoot operations	Operate the scene slate with the clapperboard
		Assist production teams in the shooting tasks on-set
		Assist in troubleshooting issues with camera equipment
	Specialisation in Data Wrangling	
	Prepare for data storage	Develop workflow processes to minimise data redundancy throughout the course of production
		Procure physical and network storage required to save and back up video footage
		Configure storage systems as per data storage and redundancy requirements
		Communicate data storage work processes to production crew involved in the shoot
		Set up recording equipment and computer monitors in video village
	Perform data storage and back-up	Load blank data units into cameras for recording footage
		Monitor live feed from the cameras on-set
		Retrieve data units from camera equipment on exhaustion of storage capacity
		Utilise scripting or automated copying processes to copy data from camera data units to desired storage locations
		Label recorded footages according to labelling structure and norms
	Process digital files captured for post-production	Apply look up tables (LUTs) to the raw footage captured
Transcode raw video files into specific formats for post-production processes		
Create dailies and rushes from daily captured footage for review by the creative leadership		
Catalogue dailies and rushes according to sequence of shoots		
Provide recorded footage to the video editing team using data transfer or over network storage for post-production work		

Skills and Competencies	Technical Skills and Competencies		Generic Skills and Competencies (Top 5)	
	Camera Operations	Level 1	Problem Solving	Intermediate
Data Wrangling	Level 3	Resource Management	Intermediate	
		Communication	Basic	
		Interpersonal Skills	Basic	
		Teamwork	Basic	
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