

Recording Studio Technician

Job Code 00001507

General Description

Responsible for professional recording of all recording sessions in the university owned studio.

Examples of Duties

Meet with clients, producers, and artists to determine the scope of the project.
Determine the recording format and any alternative technical requirements.
Determine the appropriate facility room set-up, recording formats, equipment selection.
Verify studio bookings and confer with studio manager on technical requirements and staff assignments for sessions.
Provide technical and set up requirements for assistant engineers and maintenance department.
Supervise the studio set-up.
Supervise and/or execute board (mixing console) set up prior to session.
Operate board/mixing console.
Provide headphone and monitor mixes.
Verify the technical quality of all recorded material and accurate identification of all tapes.
Report all technical problems/equipment failures.
Evaluate reference mixes and masters.
Confer with producer to verify accomplishment of session goals.
Perform other duties as assigned.

Knowledge, Skills, and Abilities

Knowledge of: design, testing and construction of audio equipment; of editing and studio preparation of recording materials; of editing specialty techniques in computer applications utilizing MIDI and digital interface.

Skill in: establishing rapport with variety of clients, students and faculty; in controlling for balance, reverberation, equalization and effects, in processing music with live recording with multiple mics.

Ability to: read technical manuals, software, texts; to prepare documents; to perform basic math.; to maintain and repair all audio equipment; to read from score for magnetic tape and editing.

Experience and Education

To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge, skills, and abilities.

Other Requirements