



FIFA INTERNATIONAL BROADCAST CENTRE

Assistant ENG Centre

Based at the IBC, working with the ENG Technical Production Manager.

Duties

- Assist the ENG Centre team with the unpacking/preparation of ENG equipment (40+ kits)
- Assist the ENG Technical Production Manager in managing and coordinating the ENG Teams' training and briefings (Team Crews & Feature Crews)
- Assist in managing and coordinating general activities within the ENG Centre (equipment, training organisation, storage, boxing, testing, etc.)
- Updating documentation and assisting with office administration

Skills

- Very good English
- Computer skills (Microsoft Office, particularly Windows, Excel & Outlook)
- Media & TV production knowledge
- Organised, hands-on
- Team player