

## MULTI-TALENTED CREATIVE PRODUCER



107.7 Pulse FM is looking for a full-time Creative Producer who is versatile in skill and a master at multitasking! This position requires you to write and produce radio commercials, promos, and imaging, along with contributing creative content to our online platforms. If you're innovative, have an entrepreneurial mindset, very organized and an independent self-starter, this position could be right for you!

Depending on your strengths, this position may also allow on-air opportunities, including: swing shift, write and deliver news, weather and traffic.

### KEY RESPONSIBILITIES

- Writing and producing of all station imaging, commercials, and promotions in a Hott"ish"-AC format.
- Voiceover for commercials, promos, etc.
- Create original images to use on social media platforms (Adobe Photoshop).
- Assist promotions with creating unique images and video content for online platforms.
- Help with creating online content, and writing blogs if needed.
- Daily creation and validation of music and commercial logs.
- Assist on-air staff with programming requirements when needed.
- Work collaboratively with Sales, Promotions, and other departments.
- Creation of daily promos for on-air programs.
- On-air board operation when required.
- Dubbing of all creative, local and national.
- Voice tracking as required.

### REQUIREMENTS

- Minimum 2 years experience as a full-time creative producer
- Graduate of full-time post-secondary education in broadcast media
- Experience writing commercial copy for radio.
- Knowledge of radio automation software (DJB, iMediaTouch, etc.).
- Strong problem solving and troubleshooting ability.
- Skilled in Adobe Audition/Pro-tools & radio automation software (DJB) and iMediaTouch
- Skilled in Burli Software
- Skilled in using social media and web platforms (Facebook, Twitter, Instagram, YouTube, SoundCloud, Wordpress, etc)
- Knowledge of local community issues and events, and what's trending
- Has a love for radio and entertaining, and carries themselves with a positive and upbeat attitude
- Is versatile in skills, and exceptional at multitasking, can roll with the punches and work on the fly
- Knowledge of which social platform is the best fit to post certain content is an asset
- Excellent communication skills in both written and verbal
- Works with integrity and respect for organization and coworkers
- Experience with Google Software Suite (Docs, Sheets, Drive) an asset.
- Knowledge of Adobe Creative Suite is an asset (Audition, Premiere, Photoshop, etc)
- Strong interpersonal and organizational skills
- Self-motivated, innovative, and able to work as a team
- Prior knowledge of station music format is an asset
- Have a valid driver's license

### Send Resumes and Demos to:

If you are a go getter and want to capitalize on this excellent opportunity, submit your resume, cover-letter, references and demo to showcase your winning on-air personality!

Send all application documents and files to: [jobs@pulsefm.ca](mailto:jobs@pulsefm.ca)

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