



# Production Assistant CHCH TV

***CHCH-TV is one of Canada's leading independent heritage stations located in the dynamic and rapidly growing city of Hamilton, with a strong commitment to quality news programming***

***We have an immediate opportunity for a Production Assistant, part-time***

The following is a paraphrase of the primary functions and does not outline all of the duties and responsibilities for this position:

- Assist in all aspects of production
- Monitor social media and news feeds
- Liaise with Master Control & Traffic
- Other duties as required

The ideal candidate must possess:

- Possess at least six months of news production experience
- Demonstrate strong spelling and grammar skills
- Be well organized
- Be prepared to work various shifts
- Possess a broadcast diploma or equivalent
- Have a valid driver's license and a clean driving record
- Have a working knowledge of ENPS
- Be familiar with the newsmakers and current events of Hamilton, Halton and Niagara is a strong asset

This is a union position: Production Assistant, Functional Group X.1, Classification Rate 8

Please send your resume and covering letter quoting reference # CHCH-PA-2019-04 in confidence to: [hr@chch.com](mailto:hr@chch.com) (No Phone Calls Please)

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## **About CHCH**

CHCH-TV started broadcasting in 1954 and is proud to be the news leader for Hamilton and the surrounding Halton and Niagara regions. CHCH produces over 24 hours of original local news programming each week. With a primetime line-up anchored by movies, news magazine shows, and hit dramas, CHCH is available to over 92% of Ontario households and is viewed by millions nationally each week. CHCH News is produced daily out of its broadcast studio located in Hamilton, Ontario. For more information, please visit [chch.com](http://chch.com).