



CONTENT TEAM INTERN JOB DESCRIPTION

Updated: 16th August 2017

CONTENT CODER INTERN ROLE + CONTENT CODER TRAINING COURSE

DJ Central has vacancies for interns seeking to expand their skill base within the digital entertainment industry. Located in Moss Vale NSW, DJ Central Records provides digital content coding and digital entertainment content asset management services to the following TV shows and production companies:

- www.planetbluepictures.com
- www.djcentral.tv
- www.metalcentral.tv
- www.fashioncentratv.com
- www.countrycentraltv.com
- www.reggaecentral.tv
- www.lookingforbon.com

The successful applicant must be passionate about wanting to learn all they can about the digital entertainment industry. They will require a keen eye for detail and the following skills and qualifications

- Ability to use an APPLE MAC and or PC.
- Excellent data management skills and an understanding of how to manage external hard drives.
- An aptitude and desire to learn a variety of data entry activities that would provide the applicant with highly sort after skills in the global digital entertainment industry and digital content management industry.

ABOUT THE ROLE:

The role requires the applicant to be able to focus and code multiple music tracks and titles accurately to our different distribution services. www.bluepierecords.com

Candidates will need to have the ability to work in a team, have a "can do" attitude and show strong attention to detail in their work.

SKILLS THAT ARE REQUIRED:

- Experience in data entry
- Attention to Detail – This skill is paramount to the job
- Must be extremely computer & internet savvy
- Demonstrated and collaborative team-oriented approach
- Proven ability to work under pressure and manage priorities and deadlines
- Excellent oral and written communication skills
- Strong organisational skills and a pro-active approach are essential for this role.
- Someone with personality!

ADDITIONAL SKILLS THAT WILL BE LOOKED UPON FAVORABLY:

If you know some or all of the following:

- Photoshop
- Illustrator
- Basic HTML
- Dreamweaver
- FTP Experience
- Basic Music and Video Production / Editing Experience

OTHER NON-SKILL RELATED PREFERENCES:

- An outgoing, fun personality
- A self-motivated approach to everyday tasks
- The ability to work autonomously and accurately.

WORK CONDITIONS AND BENEFITS

BENEFITS:

- Our Moss Vale office in NSW, Australia is located close to the train station, only a 5 minute walk away. It is also accessible directly to Canberra.
- Experience in the entertainment industry.
- A wide and varied work base with a diversity of tasks, this means you will get to learn more on the job.
- Our work environment is pretty relaxed and music plays a dominant role in what we do!
- We occasionally have gigs in which we'd be happy for you to attend and have CD's a plenty at your disposal.
- Full or Part-Time hours available for the right people.
- Great entry-level position / hands-on experience within the music industry.

ABOUT DJ Central and BLUE PIE PRODUCTIONS:

- DJ Central is a small and growing digital record label and content production house. The company has a network of over 120 distribution platforms that we code content for and or supply content to.
- DJ Central has a roster of over 3000 artists. With a core of 6 main artists. As these artists grow, so do our own achievements and ability.
- DJ Central provides back office management systems and services to over 300 record labels worldwide.

HOURS:

- Office hours are from 9am to 5pm Monday to Friday

APPLICATION DETAILS:

- Short CV - 2 pages
- Short Cover Letter

CONTACT

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