

Job Title: Sr. Video Producer

Location: Kolkata

Job Type: Full-Time

Salary: Industry Standard

Overview:

We are looking for a skilled Sr. Video Producer with 4-6 years of experience in video production and editing for digital and social media content. This role will support the Video Team Lead in managing video production processes and guiding a team. The ideal candidate will have a strong technical and creative background, with experience in supervising video production, editing, and collaborating across teams.

Key Responsibilities:

Production & Technical Support:

- Assist the Video Team Lead in overseeing all aspects of video production, including shooting, outdoor story coverage, camera handling, drone operation, and studio management.
- Contribute to audio recording, lighting setups, and video editing, ensuring smooth project execution.
- Help in various production tasks, including direction, script analysis, motion graphics design, video editing, audio editing, and voice-over mapping.

Team Collaboration & Supervision:

- Provide day-to-day support to the video production team, helping guide video editors and other creatives to ensure timely and high-quality deliverables.
- Act as a key point of contact for the team, assisting with project workflows and providing solutions to production challenges.
- Collaborate with cross-functional teams, including content strategists and social media managers, to ensure alignment with broader campaign goals.

Quality Control & Attention to Detail:

- Conduct quality checks on video content, ensuring consistency in visuals, audio, and storytelling, and assisting the Video Team Lead with final approval.
- Review your own work and the team's work to ensure it meets the highest standards before submission.

Time Management & Adaptability:

- Assist in managing production timelines and adjusting workflows to meet deadlines.
- Adapt quickly to changes in project requirements and offer proactive solutions to ensure smooth project delivery.

- Exhibit excellent time management skills and efficiency in completing tasks, both individually and as part of a team.

Editorial & Creative Support:

- Support the Video Team Lead in editorial planning and content strategy development, ensuring creative vision aligns with campaign objectives.
- Contribute to brainstorming sessions and assist in refining creative direction for video content.

Qualifications:

Education: Bachelor's degree in Film, Media Studies, Communications, or a related field (preferred).

Experience: 4-6 years of professional experience in video production and editing, with experience supporting a creative or production team.

Skills:

- Proficiency in camera operation, studio management, motion graphics, and video editing tools (Adobe Premiere Pro, Final Cut Pro, After Effects).
- Strong attention to detail, organizational skills, and ability to maintain quality control across all stages of production.
- Excellent communication and collaboration skills.
- Ability to work independently while assisting the team and Video Team Lead in various tasks.