



Director of Operations

Denver, Colorado

Mobile TV Group, one of the largest suppliers of mobile production facilities for sports and entertainment in the U.S., is seeking a Director of Operations.

Responsibilities include:

- 24/7 management of mobile unit operations.
- Scheduling of mobile units, engineers, and drivers for the fleet of television production trucks for over 4000 events a year throughout the US and Canada.
- Working in a team oriented environment with a staff of Event Coordinators.
- Coordination with Transportation and Engineering departments.
- Ensuring superb Client relations.
- Overseeing added equipment needs for clients and set pricing.
- Reviewing invoices.

Knowledge, Skills and Abilities:

- Minimum 5 years' experience in Sports & Entertainment Broadcasting.
- Excellent oral and written communication skills.
- Strong logistic and scheduling skills.
- Strong attention to detail.
- The ability to prioritize, maintain flexibility and complete multiple tasks in a timely manner in a fast paced, multi tasked environment.
- Ability to solve problems quickly under pressure.
- Proficient in MS Office Software.
- Proficient in Gmail, Google Docs, Google calendar.
- Experience with ScheduAll program a plus.

Learn more about us at MobileTVGroup.com

Submit your resume to Tammy at Tschaaf@mobiletvgroup.com