

LOUISVILLE SCIENCE CENTER

POSITION DESCRIPTION

TITLE: IMAX Projection Engineer

REPORTS TO: IMAX Theatre Booth Manager

SUMMARY:

The IMAX Projection Engineer is responsible for running film, tape and discs through the Science Center theatre's multi-million dollar projection and sound equipment on an hourly basis, and for correct synchronization of picture with sound in order to provide patrons with flawless presentations with continuous monitoring.

RESPONSIBILITIES:

- Report to work in a timely manner and maintains a strict time schedule.
- Consistently provide correct synchronization and running of films and discs through projection and sound systems. Provides continuous monitoring of both.
- Assist IMAX® and Sonics service representatives in the maintenance of projection and auxiliary equipment and system upgrades.
- Communicate with staff to ensure smooth operation and showmanship.
- Assist in keeping materials and supplies in stock.
- Perform scheduled preventative maintenance and emergency repairs, including film splicing, to keep all systems in good working condition.
- Set up, test and operate equipment for lectures, special events and provide complete audiovisual support to programs (including rehearsals).
- Familiarize guests with the capabilities of the theatre and related equipment; including microphones, pointers, and projection equipment; including beam lights, flood lights and dimmer control systems.
- Conduct safe working practices and is responsible for all details of theatre and booth evacuation procedures in case of emergency.
- Enter and maintain appropriate data in booth logs.
- Maintain meticulous work practices, including keeping facilities neat, clean and in order. Also conducts thorough cleaning, testing, and general maintenance of projection booth equipment.
- Provide exemplary customer service.

- Work as a quality team with all Science Center staff and volunteers.
- Maintain film prints and audio tracks (both magnetic and digital).
- Assist IMAX floor staff, including breaks and filling shifts, when necessary.
- Inform appropriate staff of problems/situations encountered that may effect performance or safety.
- Maintain flexibility to work days, nights, weekends, as well as holidays.
- Maintain a professional appearance.

POSITION QUALIFICATIONS:

- Minimum high school graduate (or equivalent): 1-2 years post high school education preferred.
- Minimum of two years professional experience in audio-visual, mechanical or electrical technologies.

KNOWLEDGE REQUIRED BY THE POSITION:

- Understanding of customer service and working toward a quality team with all Science Center staff and volunteers.
- Ability to speak and write effectively in communicating to staff and guests. Must also be able to interact with all types of people with tact and diplomacy.
- Maintain meticulous work practices (including keeping facilities neat, clean and in order).
- Knowledge of (theoretical, precise, and artistic) technical practices, including trouble-shooting skills.
- Ability to use and maintain 35mm slide projectors, microphones, mixers, 6 channel sound dubber, compact disc player, etc.
- Ability to work with dexterity and safety in a dark and noisy environment. This includes being able to lift heavy objects such as magnetic soundtracks (approximately 16 lbs.) and assist in moving prints (approximately 250 lbs.)
- Ability to interpret instructions, specifications, etc. and complete work plans.
- Ability to maintain a professional appearance.
- Ability to adjust to a flexible work schedule.
- Ability to work under extreme pressure, make decisions and meet deadlines.

EFFORT:

- Must be able to see, hear and speak. Incumbent spends considerable time sitting, standing, walking, manipulating objects with fingers and hands, inspecting items, reaching, climbing, balancing, stooping, kneeling, bending and stretching. May be asked to lift up to 100 lbs. from time to time.

WORKING CONDITIONS:

- Work is performed in a loud, dark environment with many moving mechanical parts, the risk of receiving an electrical shock and exposure to vibration.

MACHINES, TOOLS, EQUIPMENT:

- Projection equipment, printer, calculator, telephone, photocopy machine

Reasonable accommodation may be made to those who are able to perform the essential duties of this job.

The Louisville Science Center reserves the right to revise this Position Description, as it deems necessary.