



## **Media Presentation: Closed Captioner**

**Job Family** Media Production Solutions

**Primary Location** Toronto

**Position Language Requirement** English Only

**Language Skill Levels (Reading / Writing / Speaking)**

**Status of Employment** Temporary

**Work schedule(s)** Full-time

### **Description**

#### **What it's like working at CBC/Radio-Canada**

At CBC/Radio-Canada, we create content that informs, entertains and connects Canadians on multiple platforms. Our successes and accomplishments are driven by embodying and upholding values, which include creativity, integrity, inclusiveness and relevance.

Do you think you have the ability and drive to keep up with this exciting, ever-changing industry? Whether it be in front of the camera, on air, online or behind the scenes, you would be joining a team that thrives on making connections and telling stories that are important to Canadians.

#### **Your role:**

The Toronto Production Centre is looking for a Closed Captioner that will be captioning content for CBC English Services.

You must have the integrity and self-confidence to bring our programming to life. In their homes and cars, on their computers and mobile devices, you care about connecting with Canadians. You think on your feet, shine in the spotlight and aspire to inform, entertain and enlighten our audiences.

As someone who supports our programming activities, you are adept at understanding client needs and designing and implementing creative solutions. You take interest in anticipating future trends and strive to keep us at the forefront of broadcast technology – all to ensure we can deliver our programming to our audiences how, when and where they want it.

**We are looking for a candidate with the following:**

- Speed and accuracy in typing captions and transcripts.
- One (1) year relevant experience, demonstrating excellent knowledge of the English language, with emphasis on spelling and grammar.
- Knowledge of current events and newsmakers.
- Fluency in the working language (English), spoken and written.
- Attention to detail and accuracy in carrying out tasks.
- Resourcefulness and initiative.
- Excellent work organization skills.
- Good verbal communication skills.
- Ability to work well under pressure.
- Open-minded to new methods.
- Ability to work alone or in a team.
- Proficiency with captioning applications used for news programs (Avid, iNews, Swift, MacCaption, Media Central) (asset).
- Relevant experience as a captioner (asset).
- Knowledge of CBC's regional TV news and current affairs programming (asset).
- Knowledge of voice recognition software (asset).
- Knowledge of software that controls caption display (asset).
- Availability to work flexible hours, seven days a week.

There is a grammar test that the candidate will need to complete

This role is intended to engage candidates with a disability looking to gain valuable work experience, with the clear purpose of training and development with ongoing support from an identified mentor. As this placement is an opportunity for development and training, candidates who may not have all the requested criteria may still be considered.

CBC/Radio-Canada is committed to being a leader in reflecting our country's diversity. That's because we can only create and tell the stories that connect Canadians, by having a workforce that mirrors the ever-changing makeup of our country. That's why we, as an employer, value equal opportunity and nurture an inclusive workplace where our individual differences are not only recognized and valued, but also extend to and pervade all the services we provide as Canada's public broadcaster. For more information, visit the [Talent and Diversity](#) section of our website. If you have accommodation needs at this stage of the recruitment process, please inform us as soon as possible by sending an e-mail to [recruitment@cbc.ca](mailto:recruitment@cbc.ca).

If this placement sounds interesting, please email your cover letter and resume, including the job title in your cover letter, to [CBCplacements@careeredge.ca](mailto:CBCplacements@careeredge.ca)

**Application deadline: Monday, June 25 at 11:59 P.M.**

We thank all applicants for their interest, but only candidates selected for an interview will be contacted.