Description:  Film Technician for Motion Picture Preservation Film Facility

The Role:

We are currently seeking an individual to join our Film Preparation Department (prep).  As a key member of prep, you will be exposed to processes and techniques used to handle a variety of film formats.  Previous film handling experience is beneficial but our training results in a knowledgeable Preservation Film Technician.  A successful candidate will demonstrate strong attention to detail, ability to communicate effectively, and organizational, as well as time management skills.

Key Responsibilities:

* Assess condition of material to determine best preservation workflow
* Maintain data log of work procedure and material condition
* Conduct the physical preparation, repair, and cleaning of client material in step for next phase
* Follow industry conventions and client requirements for proper labeling and identification of material
* Coordinate with staff to facilitate transition of jobs through different departments
* Manage and respond to internal requests regarding job status and condition
* Assist with labeling and organization of client material for shipping on a as needed basis

Successful candidates will possess:

* Strong attention to detail
* Excellent written and oral communication skills
* Exceptional organizing, multitasking, and prioritization skills
* Effective time management and ability to work well under pressure
* Advanced computer skills using data spreadsheets and internet research
* Ability to learn technique and information quickly
* Ability to work independently with minimal supervision.
* Experience handling 16mm and 35mm motion picture film, splicing, perforation repair

Colorlab offers a full compensation package that includes:

* A selection of health and dental benefits, health savings plan, paid time off

Colorlab is a well-respected motion picture facility in Rockville, Maryland**.** We handleoriginal camera negative and archival films. Our clients include Federal, state, and municipal government institutions, universities, museums, production companies, and individuals.

Applicants should e-mail a one-page resume and cover letter to [info@colorlab.com](mailto:info@colorlab.com).

APPLICATIONS MUST BE RECEIVED BY FRIDAY, JANUARY 20, 2017