



FIFA INTERNATIONAL BROADCAST CENTRE

Assistant Promos

Based at the IBC, working with the Promo Producers.

Duties

- Assist the Promos Producers in the research for:
 - Promo topics
 - Props
 - Filming locations
- Help with paperwork for filming authorisation
- Assist in the coordination of shoots and post-production of the gathered material at the IBC

Skills

- Very good English
- Computer skills (Microsoft Office package, particularly Windows, Excel & Outlook)
- Good knowledge of Russia and the FIFA World Cup™ host cities, including cultural activities (concert halls, local musicians, painting academies, artists, etc.)
- Production knowledge
- Organised and curious
- Team player