

Production RunnerAssistant (Miami)



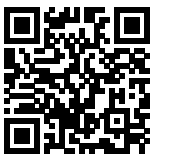
Location

Florida

<https://www.genclassifieds.com/x-379877-z>

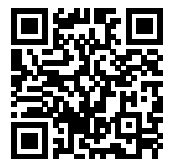
We are in need of the services of a production runner/assistant, please send your resume if you are experienced.
Responsibilities of the job include:

clearing copyrights
booking studios, production equipment, performance and production staff
liaising with a wide range of people
organising meetings and interviews
preparing and distributing briefing notes and scripts
organising schedules and contracts
overseeing cues, timings and continuity during recording



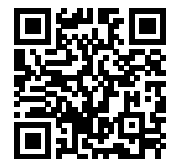
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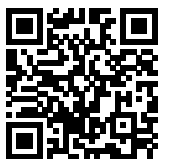
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