

**Objective:** To gather information, prepare and deliver news stories about a variety of subject areas for WCBS-TV's New York Metro area viewers.

**Responsibilities:**

- Must be a professional who can communicate compelling, credible and accurate stories on our-air.
- Covers news events, sporting events, always cultivates sources, writes stories and prepares for daily newscasts.
- Researches information for accuracy
- Generates enterprising and relevant story ideas and follows through the production and reporting of the same.
- Reports live from various locations even under difficult work/weather conditions.
- Gathers sound for stories as needed.
- Makes public appearances and represents WCBS-TV at charitable events, special cause related campaigns and community projects as needed.
- May occasionally be called to do fill-in anchoring as necessary.
- Performs other essential functions for reporter role as assigned.

**Minimum Education and Experience Requirements:**

- Five years related experience preferred.
- Journalism or related degree a plus.

For consideration, please send resume, cover letter indicating position of interest, and TAPE to:

WCBS-TV  
Dianne Doctor  
524 West 57th Street-2E-18-3  
New York, NY 10019

No Phone Calls Please!

"It is our policy to afford equal opportunity to all, to discriminate against none, to take affirmative action to promote equal employment and advancement opportunity regardless of race, color, national origin, religion, sex, age, sexual orientation, disability, veteran's status, marital status, height, or weight. We recognize that our continued growth and business success depends on the development and utilization of the full range of the nation's human resources". EOE/M/F/D/V

**ASSISTANT CONTROLLER** (posted 1-14-06)

WCBS - New York, NY  
Full Time, Exempt Position

**Position Purpose:** Responsible for the day-to-day accounting function of the Finance Department.

**Primary Responsibilities:**

Partners with Controller to complete monthly and quarterly closes, monthly forecasts, and annual budgeting. Plays key role in completing corporate reporting requirements including monthly and quarterly reports, as well as Sarbanes-Oxley testing. Assesses accounting practices across the station to ensure consistent methodology in accordance with CBS TV accounting policies and GAAP. Supervises Accounts Payable, Accounts Receivable, Payroll and general accounting activities. Coordinates and maintains a good working relationship with other departments on budgets, forecasts and consolidating financials.

**Minimum Education and Experience Requirements:**

Minimum of 7-10 years of financial, business experience.  
Accounting degree and broadcasting experience preferred.  
Financial auditing skills preferred.  
Strong working knowledge of GAAP and Sarbanes-Oxley.

For consideration, please send resume and cover letter indicating position of interest to:  
WCBS-TV

Attn: Human Resources c/o Finance Dept.  
524 West 57th Street  
New York, NY 10019  
E-mails accepted at: Peteran@cbs.com  
NO PHONE CALLS, PLEASE.

WCBS is an Equal Opportunity Employer.

It is our policy to afford equal opportunity to all, to discriminate against none, to take affirmative action to promote equal employment and advancement opportunity regardless of race, color, national origin, religion, sex, age, sexual orientation, disability, veteran's status, marital status, height, or weight. We recognize that our continued growth and business success depends on the development and utilization of the full range of the nation's human resources.

**NEWS PRODUCER** (Posted 1-19-06)

WCBS-TV, NEW YORK, NY  
Full Time Position

Position Purpose: To produce WCBS-TV newscasts. Must be a great writer and an informed, energetic, enthusiastic and creative newsroom leader

Primary Responsibilities:

Continuously gathers, evaluates, writes and assembles stories into newscast form, in order to provide complete, accurate, and compelling newscasts.

Works with anchors, associate producers, executive producers, reporters and editors in refining, graphically enhancing, and adding production values to stories, to produce the best possible newscast and maximize story value and impact.

Offers enterprise story ideas during editorial meetings, to provide interesting and innovative story ideas to enhance viewership.

Oversees and times newscasts in the control room on a daily basis, to ensure smooth and professional presentation of the newscast.

Performs other essential functions as assigned.

Minimum Education and Experience Requirements:

Minimum five(5) years as a line producer in a medium or large market, preferred.

Bachelor's degree in Broadcast Journalism or allied field preferred.

Excellent organizational and communication skills required.

Must be results-oriented, innovative and demonstrate teamwork.

For consideration, please email resume and cover letter indicating position of interest, and send tape to:

E-mails accepted at : Kgodwin@cbs.com

Kimberly Godwin / Asst. News Director

CBS Broadcast Center - WCBS 2

524 W. 57th street

Rm. 2E18-7

New York, New York 10019

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EOE/M/F/D/V

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**WGA Writer Positions**

5 years Minimum experience in TV News writing.

Proficiency in writing and cutting voice-overs, voice-over to sound and packages under deadline for air. Able to respond instantly to breaking news: writing copy and cutting tape. Should have a strong command of all current events including local, national and world news.. as well as cultural affairs, weather and sports. Must know how to research a story, log feeds and raw tape and gather updated news information from the assignment desk. Should contact by email. PLEASE NOTE: CBS 2 does not accept employment inquiries over the phone.

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### **Freelance Writer Shifts Available**

Minimum of 5 years experience writing stories and packages for TV News Broadcasts. Contact KQUILLINAN@CBS.COM

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### **CBS 2 Internships**

CBS 2 offers college students the opportunity to intern in one of our many departments. Internships can be in either the fall, spring, winter or summer season. To be considered for the program please complete the attached application and mail it along with a resume and cover letter to:

Ms. Vanessa Kenon-Hunt  
WCBS-TV  
524 West 57 Street  
New York, NY 10019

You must be a matriculating college student to participate in the internship program.

[Click here](#) to read about what it's like to intern at CBS 2

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Interested in a career in radio? Check for the latest openings at the CBS/Infinity Radio Stations.

#### **SPONSORED LINKS**

##### **2.75% Fixed Student Loan Consolidation**

Rates as low as 2.75% at NextStudent®. Lower any student loan payment including New York up to 60% or more. File online in 1 minute.  
<https://www.nextstudent.com>

##### **Want Real Music For Your Cell Phone?**

Hey, NY! Get everything you need to customize your cell phone. The latest in music, games, ringtones and software from [www.jamster.com](http://www.jamster.com)

##### **150k Loan for 483/month - New York**

Refinance and save \$1,000s. Compare up to 4 free quotes! All credit types accepted.  
[www.pickamortgage.com](http://www.pickamortgage.com)

##### **\$145,000 Mortgage for \$484/Mo - New York**

New York residents compare up to 4 free refinance quotes fast. Refinance and save \$1000s!  
[www.lowermybills.com](http://www.lowermybills.com)

##### **New York Refinance Rates Fall**

Compare free quotes from 4 lenders. Lower your monthly payments. Bad credit OK. No obligation. We make banks compete with a trusted and reputable lender.  
[www.QuotesCompete.com](http://www.QuotesCompete.com)

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## More Jobs

- CBS 2 Jobs and Internships

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## Top News Stories

- Commuter Nightmare: R Trains Suspended

- Moussaoui Denies Part In 9/11 Hijackings
  - LI Man Arrested for Allegedly Stealing Chihuahua
  - George Mason, Florida Complete Weekend Of Stunners
  - Bush Calls For 'Civil' Immigration Debate
- 

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# WCBSTV.com: Your Source For New York Weather, Sports & Traffic: CBS 2 Jobs and Internships

## Jobs

© Apr 4, 2006 10:16 am US/Eastern

### CBS 2 Jobs and Internships

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CBS is an Equal Opportunity/Affirmative Action Employer committed to diversity in our workforce. It is our policy to attract and retain the best-qualified people available, without regard to race, color, religion, national origin, gender, sexual orientation, age, disability or status as a Special Disabled Veteran, Vietnam Era Veteran or other qualifying veteran.

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WCBS-TV

**PAYROLL COORDINATOR**

Full Time, Exempt Position

Responsible for the day-to-day payroll function for all departments within WCBS.

Primary Responsibilities:

- \*Preparing Both Weekly And Biweekly Payroll: Verifying Timesheet Accuracy, Inputting Exception Reporting, Preparing Reports
- \*Preparing And Securing Payroll For Supplemental Payroll Data For Commissions And Bonuses
- \*Tracking And Managing Sick, Vacation, And Comp Time And Reconciling Records With Departmental Records
- \*Printing Month End Payroll Reports And Reconciles Reports To Payroll Register And General Ledger
- \*Acquiring And Inputting All Employee Profile Data In Payroll System Database
- \*Generating Month-end Payroll Reports Through the Infinium System; Verifying And Maintaining Payroll History Reports
- \*Performing Sorbane Oxley Testing and Ensure Adherence to GAAP and Viacom Accounting Policies.
- \*Works As a Liaison With Viacom/Infinium Payroll
- \*Coordinates and Maintains a Good Working Relationship With Other Departments.
- \*Maintains Regular and Predictable Attendance.

Secondary Responsibilities:

- \*Assist in preparation of Accounts Receivable aging reports, credit adjustment approval forms, and tracking

deposits on a weekly basis

**Minimum Education and Experience Requirements:**

- \*Minimum of 3 years of payroll and financial experience in a union environment.
- \*Accounting degree and broadcasting experience preferred.
- \*Working knowledge of GAAP and Sarbanes-Oxley.

For consideration, please send resume and cover letter indicating position of interest to:

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Attn: Human Resources

524 West 57th Street

Room 9305

New York, NY 10019

E-mails accepted at peteran@cbs.com

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WCBS-TV NEW YORK

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**WEB PRODUCER/WRITER** Duties include, but are not limited to: producing daily news material for the station web site, including story selection, writing, copyediting, headline writing, video and still photo selection; webcast line producing; creative ideas, managing user-generated content. Each producer/writer will cover a daily shift. Qualifications: college degree; on-line news experience preferred. Experience with other on-line station networks such as IBS or World Now is helpful. Applicants must be strong writers and additional skills in design and web production are preferred. Writing test is mandatory.

Send resume to:

Philip O'Brien

Executive Editor, WCBSTV.com

524 West 57th Street

New York, N.Y. 10019

Fax: 212-075-7221

pobrien@CBS.com

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Position: **Assignment Desk Researcher**

Full Time—WGA union position

Responsibilities:

WCBS-TV seeks a Researcher in our News Dept. The job consists of helping reporters and assignment editors research and make calls on stories. Duties may also include dispatching crews, research on long form stories, logging tapes, and occasional field producing. Ideal candidate will have to be available overnights and weekends. Previous assignment editor experience a plus. No phone calls please.

Send resumes and cover letters via e-mail to: rbamberger@cbs.com.

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Entry Level - **Sales Assistant**

Assist and support two Local Account Executives and New Business Development Team with order entry and maintenance of local sales orders. Must have: Strong PC skills. Excellent communication & organizational skills. Excellent work ethic and desire to learn. Must be very detail oriented. Work closely with Traffic Department. Professional telephone skills when dealing with clients and management.

Please send resume:

**WCBS-TV**

Attn: Lee Kaplan  
 524 West 57th Street  
 New York, NY 10019  
 Bldg 513 / 3rd Floor  
 Fax to (212) 975-7609  
 Email to lkaplan@cbs.com

**Position: Executive Assistant to President & General Manager**

WCBS-TV (posted 2/27/06)

**Requirements:**

- Experienced candidate must be discrete about proprietary information, have strong organizational skills, use effective communication skills and have a polished diplomatic working style with all levels of our company;
- Must be a proficient multi-tasker, able to handle pressure, prioritize projects and be adept at managing: busy phones, scheduling personal/professional engagements on General Manager's calendar and handle his car / travel arrangements;
- Candidate should possess basic financial skills;
- PC proficiency must include Excel, Microsoft Outlook/ Word & Power Point;
- Candidate should have at least three years related experience in a business environment which would require contact with senior level executives. (Prior experience in either a corporate setting or in the broadcasting industry would be a plus.)

**Responsibilities:**

- Complex Administrative support with very busy volume of phone calls daily;
- Extensive interaction with TV local and CBS corporate senior officers & executives;
- Act as the liaison between all department heads, talent and the General Manager; support the Sr Vice President, Station Operations & the News Director as needed;
- Coordinate logistical details relative to WCBS-TV's presence at high profile industry functions, awards & charitable events with direction from Director of Communications & Public Relations;
- Plan all aspects of annual station holiday party for employees and station's VIP guests;
- E-mail maintenance , track, prioritize, organize mail, invoices, contracts and other sensitive documents; CBS Software/Systems include:
- Trex and Eye on the Buy
- All GWTS Applications
- IBS

E-mail resumes to: cquintero@cbs.com

**On-Air Talent**

Full Time-- AFTRA Positions (News, Sports Reporters & News Anchors)

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E-mails accepted at : Kgodwin@cbs.com

Kimberly Godwin / Asst. News Director

CBS Broadcast Center - WCBS 2

524 W. 57th street

Rm. 2E18-7

New York, New York 10019

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Must know how to research a story, log feeds and raw tape and gather updated news information from the assignment desk.  
Should contact by email.  
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WCBS-TV  
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New York, NY 10019

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Read about what it's like to intern at CBS 2

 [Download An Internship Application Form](#)

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Interested in a career in radio? Check for the latest openings at the CBS/Infinity Radio Stations.

**SPONSORED LINKS**

**Fast, Easy Student Loan Consolidation**

1.25% discount on federal rate. Low rates, fast processing. Everyone qualifies for discount. Complete entire consolidat  
[www.topconsolidator.com](http://www.topconsolidator.com)

**2.75% Fixed Student Loan Consolidation**

Rates as low as 2.75% at NextStudent®. Lower any student loan payment including New York up to 60% or more. Fle  
online in 1 minute.  
<https://www.nextstudent.com>

**150k Loan for 483/month - New York**

Refinance and save \$1,000s. Compare up to 4 free quotes! All credit types accepted.  
[www.pickamortgage.com](http://www.pickamortgage.com)

**Mortgage Rates as Low as 2.9% - New York**

Up to 4 free quotes. Compare and choose the best rate. No obligation. Bad credit OK!  
[www.homeloantrust.com](http://www.homeloantrust.com)

**Kennedy Western University**

If you are at least 23 years old and have 5 years of full-time experience, you could earn your degree online and receive experience.  
[kwu-degrees.com/](http://kwu-degrees.com/)

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# WCBSTV.com: Your Source For New York News, Weather, Sports & Traffic: CBS 2 Jobs and Internships

## Jobs

© Apr 21, 2006 4:03 pm US/Eastern

### CBS 2 Jobs and Internships

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WCBS-TV

#### News Director

Objective: WCBS-TV is seeking a highly experienced manager & journalist to assume leadership role in managi department for this flagship CBS station. News Director will report directly to the President & General Manager required to execute the vision of the station's strategic mission to realize ratings and revenue goals via local ne programming, our website and WCBS-TV's presence in our New York Metro area community. Ideal candidate w exceptional interpersonal skills and will be experienced with introducing change in the workplace.

Responsibilities including but not limited to the following duties:

- \*Ability to prioritize multiple tasks, delegate effectively, and model strong team building approach in managem
- \*Must develop, manage and control all costs and expenses within approved Newsroom budget.
- \*Manage the Westchester, New Jersey and Long Island News Bureaus.
- \*Ensure station's compliance with FCC, CBS and industry guidelines, all applicable laws pertaining to broadcast established standards and practices, in addition to all appropriate CBS workplace policies.
- \*Responsible for oversight of all elements of our website including news content, use of video, promotional opp being strategic in exploiting new ways to generate revenue with support from the CBS Interactive Digital Media

- \*Must be experienced in working with the framework of our multiple union collective bargaining agreements.
- \*Must be a collaborative partner with managers in thinking beyond Programming when the need arises in area: Web and Sales to exploit potential marketing opportunities for station.
- \*Represent WCBS-TV at public events, at community functions and for select causes which station has sponsor
- \*Be an effective liaison with the management of WCBS-AM our partner radio news station.
- \*Coach, train, develop and manage employee performance via annual reviews and disciplinary process as need from the Assistant News Director.

Requirements:

- \*Needs to be a strong Administrator and proven leader in managing a newsroom operation.
- \*Professional journalist with at least 10 years of management experience in TV News.
- \*In-depth knowledge of New York metropolitan area a +.
- \*Complete knowledge of production, technology, industry trends and editorial process required.
- \*Must have excellent interpersonal skills and ability to lead a diverse workforce of on-air reporters, anchors, \*a managers, producers and writers, editors and field technicians.

Please send resumes to: [cquintero@cbs.com](mailto:cquintero@cbs.com) or via fax to: 212-9751568  
No phone calls please.

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### **PAYROLL COORDINATOR**

Full Time, Exempt Position

Responsible for the day-to-day payroll function for all departments within WCBS.

Primary Responsibilities:

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524 West 57th Street

Room 9305

New York, NY 10019

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WCBS-TV NEW YORK

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Executive Editor, WCBSTV.com  
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New York, N.Y. 10019  
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pobrien@CBS.com

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WCBS-TV (posted 2/27/06)

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Full Time-- AFTRA Positions (News, Sports Reporters & News Anchors)

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Performs other essential functions as assigned.

Minimum Education and Experience Requirements:

Minimum five(5) years as a line producer in a medium or large market, preferred.

Bachelor's degree in Broadcast Journalism or allied field preferred.

Excellent organizational and communication skills required.

Must be results-oriented, innovative and demonstrate teamwork.

For consideration, please email resume and cover letter indicating position of interest, and send tape to:

E-mails accepted at : Kgodwin@cbs.com

Kimberly Godwin

CBS Broadcast Center - WCBS 2

524 W. 57th street

Rm. 2E18-7

New York, New York 10019

NO PHONE CALLS, PLEASE.

EOE/M/F/D/V

It is our policy to afford equal opportunity to all, to discriminate against none, to take affirmative action to promote employment and advancement opportunity regardless of race, color, national origin, religion, sex, age, sexual orientation, disability, veteran's status, marital status, height, or weight. We recognize that our continued growth and business success depends on the development and utilization of the full range of the nation's human resources.

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### **WGA Writer Positions**

5 years Minimum experience in TV News writing.

Proficiency in writing and cutting voice-overs, voice-over to sound and packages under deadline for air.

Able to respond instantly to breaking news: writing copy and cutting tape.

Should have a strong command of all current events including local, national and world news.. as well as culture, weather and sports.

Must know how to research a story, log feeds and raw tape and gather updated news information from the associated sources.

Should contact by email.

PLEASE NOTE: CBS 2 does not accept employment inquiries over the phone.

---

### **Freelance Writer Shifts Available**

Minimum of 5 years experience writing stories and packages for TV News Broadcasts.

Contact KQUILLINAN@CBS.COM

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### **CBS 2 Internships**

CBS 2 offers college students the opportunity to intern in one of our many departments. Internships can be in the spring, winter or summer season. To be considered for the program please complete the attached application and submit with a resume and cover letter to:

Ms. Vanessa Kenon-Hunt

WCBS-TV

524 West 57 Street

New York, NY 10019

You must be a matriculating college student to participate in the internship program.

Read about what it's like to intern at CBS 2



# WCBSTV.com: Your Source For New York News, Weather, Sports & Traffic: CBS 2 Jobs and Internships

## Jobs

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© May 8, 2006 12:01 pm US/Eastern

### **CBS 2 Jobs and Internships**

**If you're interested in a job at CBS 2 then this is the place to look.**

CBS is an Equal Opportunity/Affirmative Action Employer committed to diversity in our workforce. It attract and retain the best-qualified people available, without regard to race, color, religion, national sexual orientation, age, disability or status as a Special Disabled Veteran, Vietnam Era Veteran or other veteran.

PLEASE NOTE: CBS 2 does not accept employment inquiries over the phone.

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#### **WCBS-TV Director**

WCBS-TV is looking for a Director with a minimum of 5-10 years of directing experience in a major television newsroom. Experience directing newscasts, breaking news, taped programs and special events is essential. Knowledge of video based playback systems a plus. Applicants must be able to work all shifts, including weekends. Applicants must work closely with other directors, anchors, reporters, producers, writers, editors, graphics artists, set designers and assignment desk.

E-mail responses may be sent to: [Fbraatz@cbs.com](mailto:Fbraatz@cbs.com)

Please mail resume to:

WCBS-TV

524 West 57th Street Rm. 2E15-8

New York, NY 10019

PLEASE NOTE: CBS 2 does not accept employment inquiries over the phone.

#### **WCBS-TV Graphics Operator**

WCBS-TV is looking for an experienced freelance Graphics Operator with direct experience in the Vizrt and Apris platforms with at least 3 years experience in a major television market utilizing PC/Windows based applications. Should be comfortable controlling five channels of Vizrt and four channels of Chyron Apris as well as a thorough knowledge of iNews. Other qualifications include: Ability/desire to work under pressure and in live news environment, excellent

- \*Preparing Both Weekly And Biweekly Payroll: Verifying Timesheet Accuracy, Inputting Exception Reporting, Pr
- \*Preparing And Securing Payroll For Supplemental Payroll Data For Commissions And Bonuses
- \*Tracking And Managing Sick, Vacation, And Comp Time And Reconciling Records With Departmental Records
- \*Printing Month End Payroll Reports And Reconciles Reports To Payroll Register And General Ledger
- \*Acquiring And Inputting All Employee Profile Data In Payroll System Database
- \*Generating Month-end Payroll Reports Through the Infinium System; Verifying And Maintaining Payroll Histor
- \*Performing Sorbane Oxley Testing and Ensure Adherence to GAAP and Viacom Accounting Policies.
- \*Works As a Liaison With Viacom/Infinium Payroll
- \*Coordinates and Maintains a Good Working Relationship With Other Departments.
- \*Maintains Regular and Predictable Attendance.

Secondary Responsibilities:

- \*Assist in preparation of Accounts Receivable aging reports, credit adjustment approval forms, and tracking de weekly basis

Minimum Education and Experience Requirements:

- \*Minimum of 3 years of payroll and financial experience in a union environment.
- \*Accounting degree and broadcasting experience preferred.
- \*Working knowledge of GAAP and Sarbanes-Oxley.

For consideration, please send resume and cover letter indicating position of interest to:

WCBS-TV

Attn: Human Resources

524 West 57th Street

Room 9305

New York, NY 10019

E-mails accepted at peteran@cbs.com

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WCBS-TV NEW YORK

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**WEB PRODUCER/WRITER** Duties include, but are not limited to: producing daily news material for the station including story selection, writing, copyediting, headline writing, video and still photo selection; webcast line production ideas, managing user-generated content. Each producer/writer will cover a daily shift. Qualifications: college degree and news experience preferred. Experience with other on-line station networks such as IBS or World Now is helpful. Must be strong writers and additional skills in design and web production are preferred. Writing test is mandatory.

Send resume to:

Philip O'Brien

Executive Editor, WCBSTV.com

524 West 57th Street

New York, N.Y. 10019

Fax: 212-075-7221

pobrien@CBS.com

---

**On-Air Talent**

Full Time-- AFTRA Positions (News, Sports Reporters & News Anchors)

Objective: To gather information, prepare and deliver news stories about a variety of subject areas for WCBS-TV Metro area viewers.

operation skills, solid work ethic, excellent attention to detail and an overall positive attitude as well as working directors, associate directors, producers, graphic artists and news management. Applicant must be able to work including weekends.

Email resume to: [kebinder@cbs.com](mailto:kebinder@cbs.com)

PLEASE NOTE: CBS 2 does not accept employment inquiries over the phone.

### **WCBS-TV Technical Director**

WCBS-TV is looking for a freelance Technical Director with at least 5 years experience in a major television market should have a working knowledge of all major production switchers with a concentration on the Grass Valley K2. Familiarity with Profile, Dveous, Vizrt, iNews and server based playback systems is also a requirement. Applicant to work in a high pressure, live-to-air broadcast environment. Position will involve acting as a crew chief; managing room and studio staff, as well as working closely with directors, associate directors, producers, graphic artists and management. Applicant must be able to work all shifts, including weekends.

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### **News Director**

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Responsibilities including but not limited to the following duties:

- \*Ability to prioritize multiple tasks, delegate effectively, and model strong team building approach in management
- \*Must develop, manage and control all costs and expenses within approved Newsroom budget.
- \*Manage the Westchester, New Jersey and Long Island News Bureaus.
- \*Ensure station's compliance with FCC, CBS and industry guidelines, all applicable laws pertaining to broadcast established standards and practices, in addition to all appropriate CBS workplace policies.
- \*Responsible for oversight of all elements of our website including news content, use of video, promotional opportunities being strategic in exploiting new ways to generate revenue with support from the CBS Interactive Digital Media
- \*Must be experienced in working with the framework of our multiple union collective bargaining agreements.
- \*Must be a collaborative partner with managers in thinking beyond Programming when the need arises in areas: Web and Sales to exploit potential marketing opportunities for station.
- \*Represent WCBS-TV at public events, at community functions and for select causes which station has sponsored
- \*Be an effective liaison with the management of WCBS-AM our partner radio news station.
- \*Coach, train, develop and manage employee performance via annual reviews and disciplinary process as needed from the Assistant News Director.

Requirements:

- \*Needs to be a strong Administrator and proven leader in managing a newsroom operation.
- \*Professional journalist with at least 10 years of management experience in TV News.
- \*In-depth knowledge of New York metropolitan area a +.
- \*Complete knowledge of production, technology, industry trends and editorial process required.
- \*Must have excellent interpersonal skills and ability to lead a diverse workforce of on-air reporters, anchors, \*e managers, producers and writers, editors and field technicians.

Please send resumes to: [cquintero@cbs.com](mailto:cquintero@cbs.com) or via fax to: 212-9751568

No phone calls please.

### **PAYROLL COORDINATOR**

Full Time, Exempt Position

Responsible for the day-to-day payroll function for all departments within WCBS.

Primary Responsibilities:

Responsibilities:

- Must be a professional who can communicate compelling, credible and accurate stories on our-air.
- Covers news events, sporting events, always cultivates sources, writes stories and prepares for daily newscasts
- Researches information for accuracy
- Generates enterprising and relevant story ideas and follows through the production and reporting of the same
- Reports live from various locations even under difficult work/weather conditions.
- Gathers sound for stories as needed.
- Makes public appearances and represents WCBS-TV at charitable events, special cause related campaigns and projects as needed.
- May occasionally be called to do fill-in anchoring as necessary.
- Performs other essential functions for reporter role as assigned.

Minimum Education and Experience Requirements:

- Five years related experience preferred.
- Journalism or related degree a plus.

For consideration, please send resume, cover letter indicating position of interest, and TAPE to:

WCBS-TV

Kimberly Godwin

524 West 57th Street-2E-18-3

New York, NY 10019

No Phone Calls Please!

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**NEWS PRODUCER** (Posted 1-19-06)

WCBS-TV, NEW YORK, NY

Full Time Position

Position Purpose: To produce WCBS-TV newscasts. Must be a great writer and an informed, energetic, enthusiastic newsroom leader

Primary Responsibilities:

Continuously gathers, evaluates, writes and assembles stories into newscast form, in order to provide complete and compelling newscasts.

Works with anchors, associate producers, executive producers, reporters and editors in refining, graphically enhancing and adding production values to stories, to produce the best possible newscast and maximize story value and impact.

Offers enterprise story ideas during editorial meetings, to provide interesting and innovative story ideas to enhance and times newscasts in the control room on a daily basis, to ensure smooth and professional presentation of newscast.

Performs other essential functions as assigned.

Minimum Education and Experience Requirements:

Minimum five(5) years as a line producer in a medium or large market, preferred.

Bachelor's degree in Broadcast Journalism or allied field preferred.

Excellent organizational and communication skills required.

Must be results-oriented, innovative and demonstrate teamwork.

For consideration, please email resume and cover letter indicating position of interest, and send tape to:

E-mails accepted at : Kgodwin@cbs.com

Kimberly Godwin

CBS Broadcast Center - WCBS 2

524 W. 57th street

Rm. 2E18-7

New York, New York 10019

NO PHONE CALLS, PLEASE.

EOE/M/F/D/V

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5 years Minimum experience in TV News writing.

Proficiency in writing and cutting voice-overs, voice-over to sound and packages under deadline for air.

Able to respond instantly to breaking news: writing copy and cutting tape.

Should have a strong command of all current events including local, national and world news.. as well as culture, weather and sports.

Must know how to research a story, log feeds and raw tape and gather updated news information from the associated sources.  
Should contact by email.

PLEASE NOTE: CBS 2 does not accept employment inquiries over the phone.

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**Freelance Writer Shifts Available**

Minimum of 5 years experience writing stories and packages for TV News Broadcasts.

Contact [KQUILLINAN@CBS.COM](mailto:KQUILLINAN@CBS.COM)

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WCBS-TV  
524 West 57 Street  
New York, NY 10019

You must be a matriculating college student to participate in the internship program.

Read about what it's like to intern at CBS 2

[Download An Internship Application Form](#)

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[www.scottrade.com](http://www.scottrade.com)

**Kennedy-Western University**

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[kwu-degrees.com/](http://kwu-degrees.com/)

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## Jobs

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## CBS 2 Jobs and Internships

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### **Sales Manager** WCBS TV New York

Job Summary: Responsible for developing business and directing local sales account executives and I towards achieving budget goals for the WCBS TV website.

#### Job Responsibilities:

- \*Establish website sales strategies by way of monthly goals, weekly sales reports and input at weekl meetings.
- \*Will be responsible for aggressively pursuing digital media ad sales directly with interactive and trac agencies, as well as client direct.
- \*Will act as liaison between CBS Television Stations Digital Media Group and WCBS TV
- \*Work with Digital Media Group with regard to inventory control and pricing
- \*Manage website sales with Local Account Executives through motivation and web sales training
- \*Coordinate and maintain a strong working relationship with other departments at WCBS TV who are

WCBSTV.COM

\*Reports directly to WCBS TV Vice President, Sales

Requirements:

BS/BA required

Prior website sales

Excellent presentation, negotiation, verbal and written communication skills.

Resumes may be sent to: lkaplan@cbs.com\

No Phone calls please!

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#### **WCBS-TV Director**

WCBS-TV is looking for a Director with a minimum of 5-10 years of directing experience in a major television room experience directing newscasts, breaking news, taped programs and special events is essential. Knowledge based playback systems a plus. Applicants must be able to work all shifts, including weekends. Applicants must work closely with other directors, anchors, reporters, producers, writers, editors, graphics artists, set designers assignment desk.

E-mail responses may be sent to: Fbraatz@cbs.com

Please mail resume to:

WCBS-TV

524 West 57th Street Rm. 2E15-8

New York, NY 10019

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Email resume to: kebinder@cbs.com

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- \*In-depth knowledge of New York metropolitan area a plus.
- \*Complete knowledge of production, technology, industry trends and editorial process required.
- \*Must have excellent interpersonal skills and ability to lead a diverse workforce of on-air reporters, anchors, managers, producers and writers, editors and field technicians.

Please send resumes to: [cquintero@cbs.com](mailto:cquintero@cbs.com) or via fax to: 212-9751568  
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Full Time, Exempt Position

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- \*Generating Month-end Payroll Reports Through the Infinium System; Verifying And Maintaining Payroll History
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- \*Works As a Liaison With Viacom/Infinium Payroll
- \*Coordinates and Maintains a Good Working Relationship With Other Departments.
- \*Maintains Regular and Predictable Attendance.

Secondary Responsibilities:

- \*Assist in preparation of Accounts Receivable aging reports, credit adjustment approval forms, and tracking delinquencies on a weekly basis

Minimum Education and Experience Requirements:

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For consideration, please send resume and cover letter indicating position of interest to:

WCBS-TV

Attn: Human Resources

524 West 57th Street

Room 9305

New York, NY 10019

E-mails accepted at peteran@cbs.com

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WCBS-TV NEW YORK

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Philip O'Brien

Executive Editor, WCBSTV.com

524 West 57th Street

New York, N.Y. 10019

Fax: 212-075-7221

pobrien@CBS.com

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Full Time-- AFTRA Positions (News, Sports Reporters & News Anchors)

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- Must be a professional who can communicate compelling, credible and accurate stories on our-air.
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- Researches information for accuracy
- Generates enterprising and relevant story ideas and follows through the production and reporting of the same
- Reports live from various locations even under difficult work/weather conditions.
- Gathers sound for stories as needed.
- Makes public appearances and represents WCBS-TV at charitable events, special cause related campaigns and projects as needed.
- May occasionally be called to do fill-in anchoring as necessary.
- Performs other essential functions for reporter role as assigned.

Minimum Education and Experience Requirements:

- Five years related experience preferred.
- Journalism or related degree a plus.

For consideration, please send resume, cover letter indicating position of interest, and TAPE to:

WCBS-TV

Kimberly Godwin

524 West 57th Street-2E-18-3

New York, NY 10019

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WCBS-TV, NEW YORK, NY

Full Time Position

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Works with anchors, associate producers, executive producers, reporters and editors in refining, graphically enhancing and adding production values to stories, to produce the best possible newscast and maximize story value and impact. Offers enterprise story ideas during editorial meetings, to provide interesting and innovative story ideas to enhance newscast. Oversees and times newscasts in the control room on a daily basis, to ensure smooth and professional presentation of newscast.

Performs other essential functions as assigned.

Minimum Education and Experience Requirements:

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Kimberly Godwin

CBS Broadcast Center - WCBS 2

524 W. 57th street

Rm. 2E18-7

New York, New York 10019

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Should have a strong command of all current events including local, national and world news.. as well as culture, weather and sports.

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Should be contacted by email.

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### Freelance Writer Shifts Available

Minimum of 5 years experience writing stories and packages for TV News Broadcasts.  
Contact [KQUILLINAN@CBS.COM](mailto:KQUILLINAN@CBS.COM)

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Ms. Vanessa Kenon-Hunt  
WCBS-TV  
524 West 57 Street  
New York, NY 10019

You must be a matriculating college student to participate in the internship program.

Read about what it's like to intern at CBS 2

[Download An Internship Application Form](#)

PLEASE NOTE: CBS 2 does not accept employment inquiries over the phone.

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## Jobs

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PLEASE NOTE: CBS 2 does not accept employment inquiries over the phone.

### **Sales Manager** WCBS TV New York

Job Summary: Responsible for developing business and directing local sales account executives and I towards achieving budget goals for the WCBS TV website.

#### Job Responsibilities:

- \*Establish website sales strategies by way of monthly goals, weekly sales reports and input at weekly meetings.
- \*Will be responsible for aggressively pursuing digital media ad sales directly with interactive and trac agencies, as well as client direct.
- \*Will act as liaison between CBS Television Stations Digital Media Group and WCBS TV
- \*Work with Digital Media Group with regard to inventory control and pricing
- \*Manage website sales with Local Account Executives through motivation and web sales training
- \*Coordinate and maintain a strong working relationship with other departments at WCBS TV who are

WCBSTV.COM

\*Reports directly to WCBS TV Vice President, Sales

Requirements:

BS/BA required

Prior website sales

Excellent presentation, negotiation, verbal and written communication skills.

Resumes may be sent to: lkaplan@cbs.com\

No Phone calls please!

---

#### **WCBS-TV Director**

WCBS-TV is looking for a Director with a minimum of 5-10 years of directing experience in a major television room experience directing newscasts, breaking news, taped programs and special events is essential. Knowledge based playback systems a plus. Applicants must be able to work all shifts, including weekends. Applicants must work closely with other directors, anchors, reporters, producers, writers, editors, graphics artists, set designers assignment desk.

E-mail responses may be sent to: Fbraatz@cbs.com

Please mail resume to:

WCBS-TV

524 West 57th Street Rm. 2E15-8

New York, NY 10019

PLEASE NOTE: CBS 2 does not accept employment inquiries over the phone.

#### **WCBS-TV Graphics Operator**

WCBS-TV is looking for an experienced freelance Graphics Operator with direct experience in the Vizrt and Apris platforms with at least 3 years experience in a major television market utilizing PC/Windows based applications should be comfortable controlling five channels of Vizrt and four channels of Chyron Apris as well as a thorough iNews. Other qualifications include: Ability/desire to work under pressure and in live news environment, excellent operation skills, solid work ethic, excellent attention to detail and an overall positive attitude as well as working directors, associate directors, producers, graphic artists and news management. Applicant must be able to work including weekends.

Email resume to: kebinder@cbs.com

PLEASE NOTE: CBS 2 does not accept employment inquiries over the phone.

#### **WCBS-TV Technical Director**

WCBS-TV is looking for a freelance Technical Director with at least 5 years experience in a major television market should have a working knowledge of all major production switchers with a concentration on the Grass Valley K2 Familiarity with Profile, Dveous, Vizrt, iNews and server based playback systems is also a requirement. Applicant to work in a high pressure, live-to-air broadcast environment. Position will involve acting as a crew chief; manage room and studio staff, as well as working closely with directors, associate directors, producers, graphic artists and management. Applicant must be able to work all shifts, including weekends.

Email resume to: kebinder@cbs.com

PLEASE NOTE: CBS 2 does not accept employment inquiries over the phone.

#### **News Director**

Objective: WCBS-TV is seeking a highly experienced manager & journalist to assume leadership role in management department for this flagship CBS station. News Director will report directly to the President & General Manager required to execute the vision of the station's strategic mission to realize ratings and revenue goals via local news programming, our website and WCBS-TV's presence in our New York Metro area community. Ideal candidate will have exceptional interpersonal skills and will be experienced with introducing change in the workplace.

Responsibilities including but not limited to the following duties:

- \*Ability to prioritize multiple tasks, delegate effectively, and model strong team building approach in management
- \*Must develop, manage and control all costs and expenses within approved Newsroom budget.
- \*Manage the Westchester, New Jersey and Long Island News Bureaus.
- \*Ensure station's compliance with FCC, CBS and industry guidelines, all applicable laws pertaining to broadcast established standards and practices, in addition to all appropriate CBS workplace policies.
- \*Responsible for oversight of all elements of our website including news content, use of video, promotional opportunities being strategic in exploiting new ways to generate revenue with support from the CBS Interactive Digital Media
- \*Must be experienced in working with the framework of our multiple union collective bargaining agreements.
- \*Must be a collaborative partner with managers in thinking beyond Programming when the need arises in areas: Web and Sales to exploit potential marketing opportunities for station.
- \*Represent WCBS-TV at public events, at community functions and for select causes which station has sponsored
- \*Be an effective liaison with the management of WCBS-AM our partner radio news station.
- \*Coach, train, develop and manage employee performance via annual reviews and disciplinary process as needed from the Assistant News Director.

Requirements:

- \*Needs to be a strong Administrator and proven leader in managing a newsroom operation.
- \*Professional journalist with at least 10 years of management experience in TV News.
- \*In-depth knowledge of New York metropolitan area a plus.
- \*Complete knowledge of production, technology, industry trends and editorial process required.
- \*Must have excellent interpersonal skills and ability to lead a diverse workforce of on-air reporters, anchors, \*a managers, producers and writers, editors and field technicians.

Please send resumes to: [cquintero@cbs.com](mailto:cquintero@cbs.com) or via fax to: 212-9751568  
No phone calls please.

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WCBS-TV NEW YORK

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**WEB PRODUCER/WRITER** Duties include, but are not limited to: producing daily news material for the station including story selection, writing, copyediting, headline writing, video and still photo selection; webcast line production ideas, managing user-generated content. Each producer/writer will cover a daily shift. Qualifications: college degree, news experience preferred. Experience with other on-line station networks such as IBS or World Now is helpful. Must be strong writers and additional skills in design and web production are preferred. Writing test is mandatory.

Send resume to:  
Philip O'Brien  
Executive Editor, WCBSTV.com  
524 West 57th Street  
New York, N.Y. 10019  
Fax: 212-075-7221  
[pobrien@CBS.com](mailto:pobrien@CBS.com)

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#### **On-Air Talent**

Full Time-- AFTRA Positions (News, Sports Reporters & News Anchors)

**Objective:** To gather information, prepare and deliver news stories about a variety of subject areas for WCBS-TV Metro area viewers.

**Responsibilities:**

- Must be a professional who can communicate compelling, credible and accurate stories on our-air.
- Covers news events, sporting events, always cultivates sources, writes stories and prepares for daily newscasts
- Researches information for accuracy
- Generates enterprising and relevant story ideas and follows through the production and reporting of the same
- Reports live from various locations even under difficult work/weather conditions.
- Gathers sound for stories as needed.
- Makes public appearances and represents WCBS-TV at charitable events, special cause related campaigns and projects as needed.
- May occasionally be called to do fill-in anchoring as necessary.
- Performs other essential functions for reporter role as assigned.

**Minimum Education and Experience Requirements:**

- Five years related experience preferred.
- Journalism or related degree a plus.

For consideration, please send resume, cover letter indicating position of interest, and TAPE to:

WCBS-TV  
Kimberly Godwin  
524 West 57th Street-2E-18-3  
New York, NY 10019

No Phone Calls Please!

"It is our policy to afford equal opportunity to all, to discriminate against none, to take affirmative action to promote employment and advancement opportunity regardless of race, color, national origin, religion, sex, age, sexual orientation, disability, veteran's status, marital status, height, or weight. We recognize that our continued growth and business depends on the development and utilization of the full range of the nation's human resources". EOE/M/F/D/V

**NEWS PRODUCER**

WCBS-TV, NEW YORK, NY  
Full Time Position

**Position Purpose:** To produce WCBS-TV newscasts. Must be a great writer and an informed, energetic, enthusiastic newsroom leader

**Primary Responsibilities:**

Continuously gathers, evaluates, writes and assembles stories into newscast form, in order to provide complete and compelling newscasts.

Works with anchors, associate producers, executive producers, reporters and editors in refining, graphically enhancing and adding production values to stories, to produce the best possible newscast and maximize story value and impact.

Offers enterprise story ideas during editorial meetings, to provide interesting and innovative story ideas to enhance newscast.

Oversees and times newscasts in the control room on a daily basis, to ensure smooth and professional presentation of newscast.

Performs other essential functions as assigned.

**Minimum Education and Experience Requirements:**

Minimum five(5) years as a line producer in a medium or large market, preferred.

Bachelor's degree in Broadcast Journalism or allied field preferred.

Excellent organizational and communication skills required.

Must be results-oriented, innovative and demonstrate teamwork.

For consideration, please email resume and cover letter indicating position of interest, and send tape to:

E-mails accepted at : Kgodwin@cbs.com

Kimberly Godwin

CBS Broadcast Center - WCBS 2

524 W. 57th street  
Rm. 2E18-7  
New York, New York 10019

NO PHONE CALLS, PLEASE.

EOE/M/F/D/V

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### **WGA Writer Positions**

5 years Minimum experience in TV News writing.

Proficiency in writing and cutting voice-overs, voice-over to sound and packages under deadline for air.

Able to respond instantly to breaking news: writing copy and cutting tape.

Should have a strong command of all current events including local, national and world news.. as well as culture, weather and sports.

Must know how to research a story, log feeds and raw tape and gather updated news information from the assets.

Should contact by email.

PLEASE NOTE: CBS 2 does not accept employment inquiries over the phone.

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### **Freelance Writer Shifts Available**

Minimum of 5 years experience writing stories and packages for TV News Broadcasts.

Contact [KQUILLINAN@CBS.COM](mailto:KQUILLINAN@CBS.COM)

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### **CBS 2 Internships**

CBS 2 offers college students the opportunity to intern in one of our many departments. Internships can be in the spring, winter or summer season. To be considered for the program please complete the attached application along with a resume and cover letter to:

Ms. Vanessa Kenon-Hunt  
WCBS-TV  
524 West 57 Street  
New York, NY 10019

You must be a matriculating college student to participate in the internship program.

Read about what it's like to intern at CBS 2

Download An Internship Application Form

PLEASE NOTE: CBS 2 does not accept employment inquiries over the phone.

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Interested in a career in radio? Check for the latest openings at the CBS/Infinity Radio Stations.

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# WCBSTV.com: Your Source For New York News, Weather, Sports & Traffic: CBS 2 Jobs and Internships

## Jobs

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## CBS 2 Jobs and Internships

**If you're interested in a job at CBS 2 then this is the place to look.**

CBS is an Equal Opportunity/Affirmative Action Employer committed to diversity in our workforce. It attract and retain the best-qualified people available, without regard to race, color, religion, national sexual orientation, age, disability or status as a Special Disabled Veteran, Vietnam Era Veteran or otl veteran.

PLEASE NOTE: CBS 2 does not accept employment inquiries over the phone.

### **WCBS-TV- Website Executive Editor**

#### Objective:

WCBS-TV is seeking a proven leader with exceptional news judgment, NYC market knowledge and cr to promote the station's brand and product on our website in support of CBS TV corporate and local : including news content, web exclusive features and web based marketing & sales campaigns. This se position will have a dual reporting relationship to the President & General Manager and the News Dire take the lead in creative partnerships with our Sales and Marketing departments to develop new on-l streams as well as enhance our base of viewers and other consumers of our news product.

#### Scope & Responsibilities:

As the leader of a cross-functional web team the Executive Editor will be responsible for the overall ir design, content publishing, management and functionality of station's website. This person will be re: aspects of strategic planning, project management including project specifications, budgeting, schedi designers & programmers, content management and do presentations both internal and for corporati

addition to making all of the News content decisions, will also work with sales/marketing to implement web-based initiatives such as e-marketing campaigns, web-events & special features and content for intranet. Individual must be an exceptional communicator with strong interpersonal skills to act as an advocate and liaison for website with our interdepartmental & corporate partners on this high profile project. Must possess strong organizational and time management skills as well as have the ability to successfully manage multiple projects simultaneously.

Duties:

- \* Assessing requirements from news, sales & corporate and mapping them to the web information architecture to further our business goals and WCBS-TV brand.
- \* Provide strong project management skills for all web-based deliverables and programs, including coordination and review of content or programs with all appropriate decision makers.
- \* Managing multiple projects from initial concept and development of content through to content review and final production.
- \* Coordinating with newsroom resources, talent and management on aspects including but not limited to content assignments and repurposed use of footage for web-based exclusive features.
- \* Oversight of Website Manager & Producer in developing design, mapping, programming, execution and reporting statistics and other related functions of the website.
- \* Maintain schedule of marketing partners to be included on website. Use content management tools and pages on site to fulfill obligations to marketing partners.

Requirements:

- \* Minimum of at least a college degree
- \* Excellent project management/product planning is a must.
- \* 10+ years journalism experience with heavy emphasis on creation of printed content for publication
- \* Ability to develop and deliver high quality products on time and within budget.
- \* Experience working with cross-functional groups/departments.

Please send resumes to: [jdgoldberg@cbs.com](mailto:jdgoldberg@cbs.com)

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**WCBS TV Weather Producer (Freelance)**

CBS 2 is looking for a weather producer with a degree in meteorology or equivalent experience to produce weather for live newscasts. The person should be skilled in weather forecasting and creative in helping to tell the weather story day and week. Weather producers are responsible for forecasting, and should have an excellent eye for graphic design. Applicants are also responsible for communication with on-air weather talent. The best applicants will possess a strong enthusiasm, motivation, and willingness to learn... as well as knowledge in meteorology. Flexibility and availability in the

hours are key. Experience with WSI and Baron's weather systems is a plus but not a requirement.

Applicants should apply to [jandrews@cbs.com](mailto:jandrews@cbs.com)

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#### **Sales Manager** WCBS TV New York

Job Summary: Responsible for developing business and directing local sales account executives and National R achieving budget goals for the WCBS TV website.

#### Job Responsibilities:

- \*Establish website sales strategies by way of monthly goals, weekly sales reports and input at weekly sales me
  - \*Will be responsible for aggressively pursuing digital media ad sales directly with interactive and traditional ad as client direct.
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  - \*Manage website sales with Local Account Executives through motivation and web sales training
  - \*Coordinate and maintain a strong working relationship with other departments at WCBS TV who are connecte
- WCBSTV.COM
- \*Reports directly to WCBS TV Vice President, Sales

#### Requirements:

BS/BA required

Prior website sales

Excellent presentation, negotiation, verbal and written communication skills.

Resumes may be sent to: [lkaplan@cbs.com](mailto:lkaplan@cbs.com)

No Phone calls please!

---

#### **WCBS-TV Director**

WCBS-TV is looking for a Director with a minimum of 5-10 years of directing experience in a major television r room experience directing newscasts, breaking news, taped programs and special events is essential. Knowledg based playback systems a plus. Applicants must be able to work all shifts, including weekends. Applicants must work closely with other directors, anchors, reporters, producers, writers, editors, graphics artists, set designers assignment desk.

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Please mail resume to:

WCBS-TV

524 West 57th Street Rm. 2E15-8

New York, NY 10019

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---

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WCBS-TV is looking for an experienced freelance Graphics Operator with direct experience in the Vizrt and Apri platforms with at least 3 years experience in a major television market utilizing PC/Windows based applications should be comfortable controlling five channels of Vizrt and four channels of Chyron Aprisa as well as a thorough iNews. Other qualifications include: Ability/desire to work under pressure and in live news environment, excellent operation skills, solid work ethic, excellent attention to detail and an overall positive attitude as well as working directors, associate directors, producers, graphic artists and news management. Applicant must be able to wor including weekends.

Email resume to: [kebinder@cbs.com](mailto:kebinder@cbs.com)

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### **WCBS-TV Technical Director**

WCBS-TV is looking for a freelance Technical Director with at least 5 years experience in a major television market. Applicant should have a working knowledge of all major production switchers with a concentration on the Grass Valley K2. Familiarity with Profile, Dveous, Vizrt, iNews and server based playback systems is also a requirement. Applicant should be able to work in a high pressure, live-to-air broadcast environment. Position will involve acting as a crew chief; managing studio and room staff, as well as working closely with directors, associate directors, producers, graphic artists and technical staff. Applicant must be able to work all shifts, including weekends.

Email resume to: [kebinder@cbs.com](mailto:kebinder@cbs.com)

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---

### **News Director**

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- \*Must be experienced in working with the framework of our multiple union collective bargaining agreements.
- \*Must be a collaborative partner with managers in thinking beyond Programming when the need arises in areas of Marketing, Web and Sales to exploit potential marketing opportunities for station.
- \*Represent WCBS-TV at public events, at community functions and for select causes which station has sponsored.
- \*Be an effective liaison with the management of WCBS-AM our partner radio news station.
- \*Coach, train, develop and manage employee performance via annual reviews and disciplinary process as needed from the Assistant News Director.

Requirements:

- \*Needs to be a strong Administrator and proven leader in managing a newsroom operation.
- \*Professional journalist with at least 10 years of management experience in TV News.
- \*In-depth knowledge of New York metropolitan area a +.
- \*Complete knowledge of production, technology, industry trends and editorial process required.
- \*Must have excellent interpersonal skills and ability to lead a diverse workforce of on-air reporters, anchors, \*e managers, producers and writers, editors and field technicians.

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**WEB PRODUCER/WRITER** Duties include, but are not limited to: producing daily news material for the station.

including story selection, writing, copyediting, headline writing, video and still photo selection; webcast line production ideas, managing user-generated content. Each producer/writer will cover a daily shift. Qualifications: college degree and news experience preferred. Experience with other on-line station networks such as IBS or World Now is helpful. Must be strong writers and additional skills in design and web production are preferred. Writing test is mandatory.

Please send resumes to: [cquintero@cbs.com](mailto:cquintero@cbs.com) or via fax to: 212-975-1568  
No phone calls please.

### **On-Air Talent**

Full Time-- AFTRA Positions (News, Sports Reporters & News Anchors)

Objective: To gather information, prepare and deliver news stories about a variety of subject areas for WCBS-TV Metro area viewers.

#### Responsibilities:

- Must be a professional who can communicate compelling, credible and accurate stories on our-air.
- Covers news events, sporting events, always cultivates sources, writes stories and prepares for daily newscasts
- Researches information for accuracy
- Generates enterprising and relevant story ideas and follows through the production and reporting of the same
- Reports live from various locations even under difficult work/weather conditions.
- Gathers sound for stories as needed.
- Makes public appearances and represents WCBS-TV at charitable events, special cause related campaigns and projects as needed.
- May occasionally be called to do fill-in anchoring as necessary.
- Performs other essential functions for reporter role as assigned.

#### Minimum Education and Experience Requirements:

- Five years related experience preferred.
- Journalism or related degree a plus.

For consideration, please send resume, cover letter indicating position of interest, and TAPE to:

WCBS-TV

Kimberly Godwin

524 West 57th Street-2E-18-3

New York, NY 10019

No Phone Calls Please!

"It is our policy to afford equal opportunity to all, to discriminate against none, to take affirmative action to provide employment and advancement opportunity regardless of race, color, national origin, religion, sex, age, sexual orientation, disability, veteran's status, marital status, height, or weight. We recognize that our continued growth and business success depends on the development and utilization of the full range of the nation's human resources". EOE/M/F/D/V

### **NEWS PRODUCER**

WCBS-TV, NEW YORK, NY

Full Time Position

Position Purpose: To produce WCBS-TV newscasts. Must be a great writer and an informed, energetic, enthusiastic newsroom leader

#### Primary Responsibilities:

Continuously gathers, evaluates, writes and assembles stories into newscast form, in order to provide complete and compelling newscasts.

Works with anchors, associate producers, executive producers, reporters and editors in refining, graphically enhancing

adding production values to stories, to produce the best possible newscast and maximize story value and impact. Offers enterprise story ideas during editorial meetings, to provide interesting and innovative story ideas to enhance and times newscasts in the control room on a daily basis, to ensure smooth and professional present newscast.

Performs other essential functions as assigned.

**Minimum Education and Experience Requirements:**

Minimum five(5) years as a line producer in a medium or large market, preferred.

Bachelor's degree in Broadcast Journalism or allied field preferred.

Excellent organizational and communication skills required.

Must be results-oriented, innovative and demonstrate teamwork.

For consideration, please email resume and cover letter indicating position of interest, and send tape to:

E-mails accepted at : Kgodwin@cbs.com

Kimberly Godwin

CBS Broadcast Center - WCBS 2

524 W. 57th street

Rm. 2E18-7

New York, New York 10019

NO PHONE CALLS, PLEASE.

EOE/M/F/D/V

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**WGA Writer Positions**

5 years Minimum experience in TV News writing.

Proficiency in writing and cutting voice-overs, voice-over to sound and packages under deadline for air.

Able to respond instantly to breaking news: writing copy and cutting tape.

Should have a strong command of all current events including local, national and world news.. as well as culture, weather and sports.

Must know how to research a story, log feeds and raw tape and gather updated news information from the assignment.

Should contact by email.

PLEASE NOTE: CBS 2 does not accept employment inquiries over the phone.

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**Freelance Writer Shifts Available**

Minimum of 5 years experience writing stories and packages for TV News Broadcasts.

Contact KQUILLINAN@CBS.COM

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**CBS 2 Internships**

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Ms. Vanessa Kenon-Hunt

WCBS-TV

524 West 57 Street

New York, NY 10019

You must be a matriculating college student to participate in the internship program.

Read about what it's like to intern at CBS 2

Download An Internship Application Form

PLEASE NOTE: CBS 2 does not accept employment inquiries over the phone.

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Interested in a career in radio? Check for the latest openings at the CBS/Infinity Radio Stations.

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#### **Lower Payments and Debt in 24 Months**

Stop letters and calls from creditors! Debt Settlement USA helps negotiate monthly payment plans with your creditors debt. Fill out this easy no obligation form to start.  
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At US Helicopter, we go between Wall street and JFK in just 8 minutes! Only \$159 one way.  
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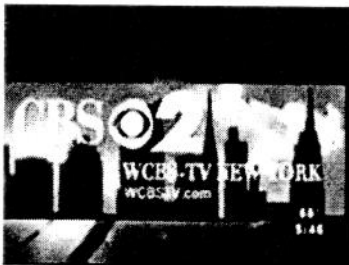
#### **2.5% Fixed Student Loan Consolidation**

Lock in rates as low as 2.5%. Pre-qualify in one minute.  
<https://www.nextstudent.com>

#### **Fast, Easy Student Loan Consolidation**

1.25% discount on federal rate. Low rates, fast processing. Everyone qualifies for discount. Complete entire consolidat online or call.  
[www.topconsolidator.com](http://www.topconsolidator.com)

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CBS

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## Jobs

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## CBS 2 Jobs and Internships

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PLEASE NOTE: CBS 2 does not accept employment inquiries over the phone.

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### Weather Producer (Full-Time)

CBS 2 is looking for a talented weather producer with at least three years of big-market experience to produce segments for our main newscasts. The person should be skilled in weather forecasting and creative in helping tell the story of the day and week. Weather producers are responsible for forecasting, and should have an excellent eye for design. Applicants are also responsible for communication with on-air weather talent. The best applicants will possess hands-on experience, enthusiasm, motivation, and willingness to learn... as well as extensive knowledge of meteorology. Hours would be regular evening shifts Mon. through Fri. Experience with WSI and Baron's weather systems is a requirement.

Applicants should apply to [jandrews@cbs.com](mailto:jandrews@cbs.com)

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### Weather Producer (Freelance)

CBS 2 is looking for a weather producer with a degree in meteorology or equivalent experience to produce weather segments for live newscasts. The person should be skilled in weather forecasting and creative in helping to tell the weather story of the day and week. Weather producers are responsible for forecasting, and should have an excellent eye for graphic design. Applicants are also responsible for communication with on-air weather talent. The best applicants will possess a strong eye for design, enthusiasm, motivation, and willingness to learn... as well as knowledge in meteorology. Flexibility and availability in the evening hours are key. Experience with WSI and Baron's weather systems is a plus but not a requirement.

Applicants should apply to [jandrews@cbs.com](mailto:jandrews@cbs.com)

### **Sales Manager**

**Job Summary:** Responsible for developing business and directing local sales account executives and National R achieving budget goals for the WCBS-TV Web site.

**Job Responsibilities:**

- \*Establish website sales strategies by way of monthly goals, weekly sales reports and input at weekly sales me
  - \*Will be responsible for aggressively pursuing digital media ad sales directly with interactive and traditional ad as client direct.
  - \*Will act as liaison between CBS Television Stations Digital Media Group and WCBS TV
  - \*Work with Digital Media Group with regard to inventory control and pricing
  - \*Manage website sales with Local Account Executives through motivation and web sales training
  - \*Coordinate and maintain a strong working relationship with other departments at WCBS TV who are connecte
- WCBSTV.COM
- \*Reports directly to WCBS-TV Vice President, Sales

**Requirements:**

BS/BA required

Prior website sales

Excellent presentation, negotiation, verbal and written communication skills.

Resumes may be sent to: [lkaplan@cbs.com](mailto:lkaplan@cbs.com)

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### **Director**

WCBS-TV is looking for a Director with a minimum of 5-10 years of directing experience in a major television n room experience directing newscasts, breaking news, taped programs and special events is essential. Knowledg based playback systems a plus. Applicants must be able to work all shifts, including weekends. Applicants must work closely with other directors, anchors, reporters, producers, writers, editors, graphics artists, set designers assignment desk.

E-mail responses may be sent to: [Fbraatz@cbs.com](mailto:Fbraatz@cbs.com)

Please mail resume to:

WCBS-TV

524 West 57th Street Rm. 2E15-8

New York, NY 10019

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### **Graphics Operator**

WCBS-TV is looking for an experienced freelance Graphics Operator with direct experience in the Vizrt and Apris platforms with at least 3 years experience in a major television market utilizing PC/Windows based applications should be comfortable controlling five channels of Vizrt and four channels of Chyron Aprisa as well as a thorough iNews. Other qualifications include: Ability/desire to work under pressure and in live news environment, excellent operation skills, solid work ethic, excellent attention to detail and an overall positive attitude as well as working directors, associate directors, producers, graphic artists and news management. Applicant must be able to work including weekends.

E-mail resume to: [kebinder@cbs.com](mailto:kebinder@cbs.com)

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### **Technical Director**

WCBS-TV is looking for a freelance Technical Director with at least 5 years experience in a major television ma should have a working knowledge of all major production switchers with a concentration on the Grass Valley Ka Familiarity with Profile, Dveous, Vizrt, iNews and server based playback systems is also a requirement. Applicant to work in a high pressure, live-to-air broadcast environment. Position will involve acting as a crew chief; mana room and studio staff, as well as working closely with directors, associate directors, producers, graphic artists a management. Applicant must be able to work all shifts, including weekends.

E-mail resume to: [kebinder@cbs.com](mailto:kebinder@cbs.com)

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**Web Producer**

Duties include, but are not limited to: producing daily news material for the station Web site, including story selection, copyediting, headline writing, video and still photo selection; Webcast line producing; creative ideas, managing content. Each producer/writer will cover a daily shift. Qualifications: college degree; online news experience preferred. Experience in print or with other online station networks such as IBS or World Now is helpful. Applicants must have and additional skills in Web production are preferred. Writing test is mandatory.

Please send resumes to: [cquintero@cbs.com](mailto:cquintero@cbs.com) or via fax to: 212-975-1568

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**On-Air Talent**

Full Time - AFTRA Positions (News, Sports Reporters & News Anchors)

Objective: To gather information, prepare and deliver news stories about a variety of subject areas for WCBS-TV Metro area viewers.

Responsibilities:

- Must be a professional who can communicate compelling, credible and accurate stories on our-air.
- Covers news events, sporting events, always cultivates sources, writes stories and prepares for daily newscasts
- Researches information for accuracy
- Generates enterprising and relevant story ideas and follows through the production and reporting of the same
- Reports live from various locations even under difficult work/weather conditions.
- Gathers sound for stories as needed.
- Makes public appearances and represents WCBS-TV at charitable events, special cause related campaigns and projects as needed.
- May occasionally be called to do fill-in anchoring as necessary.
- Performs other essential functions for reporter role as assigned.

Minimum Education and Experience Requirements:

- Five years related experience preferred.
- Journalism or related degree a plus.

For consideration, please send resume, cover letter indicating position of interest, and TAPE to:

WCBS-TV

Kimberly Godwin

524 West 57th Street-2E-18-3

New York, NY 10019

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**News Producer**

Full Time Position

Position Purpose: To produce WCBS-TV newscasts. Must be a great writer and an informed, energetic, enthusiastic newsroom leader

Primary Responsibilities:

Continuously gathers, evaluates, writes and assembles stories into newscast form, in order to provide complete, compelling newscasts.

Works with anchors, associate producers, executive producers, reporters and editors in refining, graphically enhancing and adding production values to stories, to produce the best possible newscast and maximize story value and impact.

Offers enterprise story ideas during editorial meetings, to provide interesting and innovative story ideas to enhance newscasts.

Oversees and times newscasts in the control room on a daily basis, to ensure smooth and professional presentation of newscast.