

**EXHIBIT 3**

**Copies of Job Notices Sent to the Job Site During the Reporting Period**

**KNSD**

**KUAN-LD**

**San Diego, California**

**Poway, ETC., California**

## Job Posting Preview

### **APC Operator**

52826BR

Production

NBCUniversal Local

### **Responsibilities**

- Coding and technical execution of local news and programming utilizing the Ross Overdrive Automated Production Control environment
- Ability to technically produce broadcasts using a range of manual and automated processes.
- Provide direction to talent and other production crew members
- Operate Audio, Graphic and clip playback server operation
- Responsible for the ultimate technical quality of productions
- Additional duties as needed/assigned

### **Qualifications/Requirements**

- Experience with advanced production switcher operation and setup, manual and automated graphics play out
- Robotic camera operation and server playback and ingest operations experience a plus
- Proficient in GrassValley/Stratus and Edius operation
- Must have strong oral /written communication, interpersonal skills and the ability to work accurately under pressure and deadlines.
- Bilingual proficiency (English/Spanish) both written and verbal.
  
- Applicants must submit a resume/CV through [www.nbcunicareers.com](http://www.nbcunicareers.com) to be considered
- Must have a flexible schedule with ability to work any of a 24x7 shift and willingness to work long hours and on weekends and holidays with short notice
- Must be willing to work in San Diego, CA and surrounding areas
- Ability to work under tight deadlines
- Must be willing to submit to a background investigation
- Must have unrestricted work authorization to work in the United States
- Must be at least 18 years of age

- Must have a valid driver's license
- Must accept Solutions, NBCUniversal's Dispute resolution program

**Desired Characteristics**

- Medium to large sized market, local news TD/ Directing experience with Ross Overdrive Production Automation, or similar.
- Must exhibit strong leadership skills
- Must demonstrate ability to remain calm under pressure, and think critically
- Self-motivated, highly creative

**Sub-Business**

NBCUL-TLM\_KUAN

**Career Level**

Experienced

**City**

San Diego

**State/Province**

California

**Country**

United States

**About Us**

At NBCUniversal, we believe in the talent of our people. It's our passion and commitment to excellence that drives NBCU's vast portfolio of brands to succeed. From broadcast and cable networks, news and sports platforms, to film, world-renowned theme parks and a diverse suite of digital properties, we take pride in all that we do and all that we represent. It's what makes us uniquely NBCU. Here you can create the extraordinary. Join us.

**Notices**

NBCUniversal's policy is to provide equal employment opportunities to all applicants and employees without regard to race, color, religion, creed, gender, gender identity or expression, age, national origin or ancestry, citizenship, disability, sexual orientation, marital status, pregnancy, veteran status, membership in the uniformed services, genetic information, or any other basis protected by applicable law. NBCUniversal will consider for employment qualified applicants with criminal histories in a manner consistent with relevant legal requirements, including the City of Los Angeles Fair Chance Initiative For Hiring Ordinance, where applicable.

Close preview

## Job Posting Preview

### **Multimedia Journalist San Diego**

52841BR

Editorial

NBCUniversal Local

### **Responsibilities**

Gather information

Shoot, write and edit newsworthy events including breaking/spot news, general news, sports and feature stories relevant to the San Diego community.

Create and publish web content that complements the station website.

Report, write and edit packages content for a variety of other platforms.

Develop and maintain a network of news sources providing access to exclusive local news.

### **Qualifications/Requirements**

Minimum of two years experience as a Multi-Media Journalist.

Bachelor's degree.

Demonstrated skills as reporter, photographer and editor.

Bilingual (English/Spanish) both written and verbal.

### Additional Job Requirements

Interested candidate must submit a resume/CV through [www.nbcunicareers.com](http://www.nbcunicareers.com) to be considered

Must be willing to work in San Diego

Willingness to travel and work overtime, and on weekends with short notice

Must have a valid driver's license

Must have ability to work any of a 24/7 shift

Must be able to provide a reel/portfolio of work examples -- if available, include a web address when you submit your resume

### **Desired Characteristics**

Prior experience with iNews

Working knowledge of non-linear editing

Working knowledge of Panasonic P2

Ability to cover a beat

Team player with strong interpersonal skills  
Critical thinking skills, able to understand and communicate complex issues  
Good people skills, able to relate to people of all backgrounds

**Sub-Business**

NBCUL-TLM\_KUAN

**Career Level**

Experienced

**City**

San Diego

**State/Province**

California

**Country**

United States

**About Us**

At NBCUniversal, we believe in the talent of our people. It's our passion and commitment to excellence that drives NBCU's vast portfolio of brands to succeed. From broadcast and cable networks, news and sports platforms, to film, world-renowned theme parks and a diverse suite of digital properties, we take pride in all that we do and all that we represent. It's what makes us uniquely NBCU. Here you can create the extraordinary. Join us.

**Notices**

NBCUniversal's policy is to provide equal employment opportunities to all applicants and employees without regard to race, color, religion, creed, gender, gender identity or expression, age, national origin or ancestry, citizenship, disability, sexual orientation, marital status, pregnancy, veteran status, membership in the uniformed services, genetic information, or any other basis protected by applicable law. NBCUniversal will consider for employment qualified applicants with criminal histories in a manner consistent with relevant legal requirements, including the City of Los Angeles Fair Chance Initiative For Hiring Ordinance, where applicable.

[Close preview](#)

## Job Posting Preview

### **Producer Telemundo 20**

52877BR

Editorial

NBCUniversal Local

### **Responsibilities**

Conceptualize stories with story producers, reporters, and talent

Critique production, writing and editing of news stories.

Work with newscast directors, creative, promotion and news staff to coordinate production of the newscast.

Produce newscasts and other broadcast content in an automated production control environment.

Create graphics for the newscast and take advantage of all the production elements

Edit news content using non-linear editing equipment.

Manage the newscast story producers.

Perform other related duties as assigned.

This is a part-time position and will require 2-3 days per week.

### **Qualifications/Requirements**

A minimum of 1 year of experience as broadcast producer

Bachelor's degree

At least 1 year prior news editing experience

Ability to work on multiple tasks and stories simultaneously in a fast paced environment

Ability to react to breaking news, updating the news as stories evolve and write intros and leads to video online content  
Demonstrated knowledge of AP style writing and guidelines

Bilingual (English/Spanish) both written and verbal

### Additional Job Requirements

Interested candidate must submit a resume/CV through [www.nbcunicareers.com](http://www.nbcunicareers.com) to be considered

Must be willing to work in San Diego

Willingness to travel and work overtime, and on weekends with short notice

Must have ability to work any part of a 24/7 shift

Must be fluent in Spanish (speak, read & write)

Must be able to provide a reel/portfolio of work examples -- if available, include a web address when you submit your resume

### **Desired Characteristics**

Ability to direct the news crew in a "producer-driven" environment

Ability to direct the news crew in a "producer-driven" environment

Familiarity with local leaders a plus

Up to date on and interested in current news events

Knowledge of laws of libel, slander and applicable FCC rules and regulations

Personal initiative and ability to work with minimum supervision

Team player who is flexible

Displays a positive work ethic and can work under tight deadlines

High degree of integrity and professionalism



Strong organizational skills

**Sub-Business**

NBCUL-TLM\_KUAN

**City**

San Diego

**Country**

United States

**Career Level**

Experienced

**State/Province**

California

**About Us**

At NBCUniversal, we believe in the talent of our people. It's our passion and commitment to excellence that drives NBCU's vast portfolio of brands to succeed. From broadcast and cable networks, news and sports platforms, to film, world-renowned theme parks and a diverse suite of digital properties, we take pride in all that we do and all that we represent. It's what makes us uniquely NBCU. Here you can create the extraordinary. Join us.

**Notices**

NBCUniversal's policy is to provide equal employment opportunities to all applicants and employees without regard to race, color, religion, creed, gender, gender identity or expression, age, national origin or ancestry, citizenship, disability, sexual orientation, marital status, pregnancy, veteran status, membership in the uniformed services, genetic information, or any other basis protected by applicable law. NBCUniversal will consider for employment qualified applicants with criminal histories in a manner consistent with relevant legal requirements, including the City of Los Angeles Fair Chance Initiative For Hiring Ordinance, where applicable.

[Close preview](#)

## Job Posting Preview

### **Producer Telemundo 20**

52879BR

Editorial

NBCUniversal Local

### **Responsibilities**

Conceptualize stories with story producers, reporters, and talent

Critique production, writing and editing of news stories.

Work with newscast directors, creative, promotion and news staff to coordinate production of the newscast.

Produce newscasts and other broadcast content in an automated production control environment.

Create graphics for the newscast and take advantage of all the production elements

Edit news content using non-linear editing equipment.

Manage the newscast story producers.

Perform other related duties as assigned.

### **Qualifications/Requirements**

A minimum of 1 year of experience as broadcast producer

Bachelor's degree

At least 1 year prior news editing experience

Ability to work on multiple tasks and stories simultaneously in a fast paced environment

Ability to react to breaking news, updating the news as stories evolve and write intros and leads to video online content  
Demonstrated knowledge of AP style writing and guidelines

Bilingual (English/Spanish) both written and verbal

### Additional Job Requirements

Interested candidate must submit a resume/CV through [www.nbcunicareers.com](http://www.nbcunicareers.com) to be considered

Must be willing to work in San Diego

Willingness to travel and work overtime, and on weekends with short notice

Must have ability to work any of a 24/7 shift

Must be fluent in Spanish (speak, read & write)

Must be able to provide a reel/portfolio of work examples -- if available, include a web address when you submit your resume

### **Desired Characteristics**

Ability to direct the news crew in a "producer-driven" environment

Ability to direct the news crew in a "producer-driven" environment

Familiarity with local leaders a plus

Up to date on and interested in current news events

Knowledge of laws of libel, slander and applicable FCC rules and regulations

Personal initiative and ability to work with minimum supervision

Team player who is flexible

Displays a positive work ethic and can work under tight deadlines

High degree of integrity and professionalism

Strong organizational skills

**Sub-Business**

NBCUL-TLM\_KUAN

**City**

San Diego

**Country**

United States

**Career Level**

Experienced

**State/Province**

California

**About Us**

At NBCUniversal, we believe in the talent of our people. It's our passion and commitment to excellence that drives NBCU's vast portfolio of brands to succeed. From broadcast and cable networks, news and sports platforms, to film, world-renowned theme parks and a diverse suite of digital properties, we take pride in all that we do and all that we represent. It's what makes us uniquely NBCU. Here you can create the extraordinary. Join us.

**Notices**

NBCUniversal's policy is to provide equal employment opportunities to all applicants and employees without regard to race, color, religion, creed, gender, gender identity or expression, age, national origin or ancestry, citizenship, disability, sexual orientation, marital status, pregnancy, veteran status, membership in the uniformed services, genetic information, or any other basis protected by applicable law. NBCUniversal will consider for employment qualified applicants with criminal histories in a manner consistent with relevant legal requirements, including the City of Los Angeles Fair Chance Initiative For Hiring Ordinance, where applicable.

[Close preview](#)

## Job Posting Preview

### **Assignment Editor KNSD**

53140BR

Editorial

NBCUniversal Local

### **Responsibilities**

Develop and source interesting story ideas, using editorial judgment, coordinating interviews and logistics for field crews. Know what stories are being covered, who is covering and what platforms the story will air on.

Maintain contact with law enforcement, fire and other agencies to determine coverage of spot news.

Lead editorial meetings, contribute story ideas and responsible for developing and cultivating contacts important to news coverage in the San Diego area.

Maintain accurate account of the day's events in the Assignment Desk computer systems.

Ability to search for user generated content

Maintain an active Social Media presence.

Route personal matters (i.e. sick calls, etc) to appropriate manager.

Maintain responsibility for feed and live signal intake and supervise daily beat checks.

Maintain or update news stories on various platforms including websites and social media.

### **Qualifications/Requirements**

Minimum of two years experience as an Assignment Editor in a mid to major market.

Must be technically competent, have the ability to learn and use newsroom systems as they develop, have proficiency in Microsoft Office suite.

General knowledge of television news techniques, including how stories should be covered and assembled.

Ability to multitask and make quick decisions under pressure.

Experience with coordinating and pulling in satellite feeds and signals.

Excellent communication and interpersonal skills.

Strong organizational skills.

Strong social media and multi-platform knowledge.

### **Additional Job Requirements**

Interested candidate must submit a resume/CV through [www.nbcunicareers.com](http://www.nbcunicareers.com) to be considered  
Must be willing to work in San Diego  
Must have unrestricted work authorization to work in the United States

**Desired Characteristics**

Bachelor's degree or relevant job experience required.  
Demonstrable knowledge of state and federal court procedures.  
Familiarity with web-based research required  
Ability to communicate effectively and work well with people while under pressure.  
Upbeat personality and quick wit.  
Familiarity with local leaders a plus.  
Up to date on and interested in current news events  
Knowledge of laws of libel, slander and applicable FCC rules and regulations.  
Personal initiative and ability to work with minimum supervision.  
Team player who is flexible  
Displays a positive work ethic and can work under tight deadlines  
High degree of integrity and professionalism  
Bilingual (English/Spanish)

**Sub-Business**

NBCUL - KNSD

**Career Level**

Experienced

**City**

San Diego

**State/Province**

California

**Country**

United States

**About Us**

At NBCUniversal, we believe in the talent of our people. It's our passion and commitment to excellence that drives NBCU's vast portfolio of brands to succeed. From broadcast and cable networks, news and sports platforms, to film, world-renowned theme parks and a diverse suite of digital properties, we take pride in all that we do and all that we represent. It's what makes us uniquely NBCU. Here you can create the extraordinary. Join us.

**Notices**

NBCUniversal's policy is to provide equal employment opportunities to all applicants and employees without regard to race, color, religion, creed, gender, gender identity or expression, age, national origin or ancestry, citizenship, disability, sexual orientation, marital status, pregnancy, veteran status, membership in the uniformed services, genetic information, or any other basis protected by applicable law. NBCUniversal will consider for employment qualified applicants with criminal histories in a manner consistent with relevant legal requirements, including the City of Los Angeles Fair Chance Initiative For Hiring Ordinance, where applicable.

[Close preview](#)

## Job Posting Preview

### **Executive Producer - Investigative Team, San Diego**

57007BR

Editorial

NBCUniversal Local

#### **Responsibilities**

- Assist VP of News and Assistant News Director in managing of all assigned work duties as well as the day-to-day needs of a news operation. Participate in daily planning meetings. Contribute ideas for news programming based on the NBC 7 San Diego News Strategy.
- Lead the investigative team by planning and strategizing investigative enterprise storytelling via research, development and execution of short, medium and long range investigative stories. Position will need to use sources, documents, databases to produce exclusive content for dissemination on all KNSD platforms.
- Oversee show and segment production. Share responsibility for determining the composition and flow of all newscasts, selecting video, writing and copy editing stories. Work closely with producers, anchors, reporters, editors, assignment desk and technical crews to make certain program elements abide by NBC Owned and Operated Stations News Guidelines as well as the NBC 7 News Strategy.
- Schedule assigned Investigative Team, as well as general producers and associate producers in a harmonious way with other Newsroom priorities to ensure efficient use of resources.
- Establish and maintain a professional, trained and motivated staff through effective implementation of NBC's performance management process. Work with Assistant News Director to ensure training and coaching is provided for Producers. Facilitate the orientation of new employees. Implement NBC 7 San Diego news standards and ensure adhered to while producing news programs.
- Work with the Promotions team to properly strategize and position Investigative Team content in the marketplace.
- Assist with other general Newsroom management assignments as needed, such as special projects, timekeeping, intern/mentoring programs, and community outreach, etc.

#### **Qualifications/Requirements**

##### Basic Qualifications:

- Bachelor's degree or higher in Journalism, Communications or related areas of study, or equivalent work experience.
- At least 5 years of related work experience as a news reporter or producer.
- At least 1 year of focused investigative journalism experience.



**Eligibility Requirements:**

- Interested candidates must submit a resume/CV through nbcunicareers.com to be considered.
- Must be able to work flexible hours including weekends, holidays and overnights.
- Must have the ability to work any of a 24 x 7 shift.
- Must be willing to work at the station in San Diego, CA.
- Must be willing to submit to a background investigation.
- Must have unrestricted work authorization to work in the United States.
- Must be 18 years or older.
- Must be covered by Solutions, NBCU's Alternative Dispute Resolution Program

**Desired Characteristics**

- Proficient in iNews. as well as Microsoft Office Programs including Excel, Word, PowerPoint and Outlook.
- Strong interpersonal and journalistic skills with ability to seek simple solutions to complex problems.
- Maintain being Team player while under extreme pressure and the ability to react quickly to breaking news situations.
- Experience delegating, assigning, setting objectives, providing positive feedback and taking corrective action, if necessary.
- Experience supervising producers and other news personnel
- Demonstrated ability to manage a staff effectively; Skilled in utilizing internal and external resources to accomplish goals.
- Ability to quickly understand and size up opportunity and/or problems and respond with creative ideas and solutions.
- Demonstrable ability to review reporters' scripts while exercising sound journalistic judgment.
- Ability to conduct performance appraisals and legal compliance reviews.
- Skilled in delivering feedback in order to further develop team.
- Demonstrated ability to meet deadlines and successfully manage multiple assignments concurrently.

**Sub-Business**

NBCUL - KNSD

**Career Level**

Experienced

**City**

San Diego

**State/Province**

California

**Country**

United States

**About Us**

At NBCUniversal, we believe in the talent of our people. It's our passion and commitment to excellence that drives NBCU's vast portfolio of brands to succeed. From broadcast and cable networks, news and sports platforms, to film, world-renowned theme parks and a diverse suite of digital properties, we take pride in all that we do and all that we represent. It's what makes us uniquely NBCU. Here you can create the extraordinary. Join us.

### Notices

NBCUniversal's policy is to provide equal employment opportunities to all applicants and employees without regard to race, color, religion, creed, gender, gender identity or expression, age, national origin or ancestry, citizenship, disability, sexual orientation, marital status, pregnancy, veteran status, membership in the uniformed services, genetic information, or any other basis protected by applicable law. NBCUniversal will consider for employment qualified applicants with criminal histories in a manner consistent with relevant legal requirements, including the City of Los Angeles Fair Chance Initiative For Hiring Ordinance, where applicable.

Close preview

## Job Posting Preview

### **Producer - NBC7**

57113BR

Production

NBCUniversal Local

### **Responsibilities**

- Conceptualize stories with story producers, reporters, and talent
- Critique production, writing and editing of news stories.
- Work with newscast directors, creative, promotion and news staff to coordinate production of the newscast.
- Produce newscasts and other broadcast content in an automated production control environment
- Edit news content using non-linear editing equipment.
- Manage the newscast story producers.
- Perform other related duties as assigned.

### **Qualifications/Requirements**

- A minimum of 2 years of experience as broadcast producer
- Bachelor's degree in communication, journalism or related field
- At least 1 year prior news editing experience
- Ability to work on multiple tasks and stories simultaneously in a fast paced environment
- Ability to react to breaking news, updating the news as stories evolve and write intros and leads to video online content
- Demonstrated knowledge of AP style writing and guidelines

### **Desired Characteristics**

- Demonstrated leadership abilities
- Ability to communicate effectively and work well with people while under pressure
- Familiarity with local leaders a plus
- Up to date on and interested in current news events
- Knowledge of laws of libel, slander and applicable FCC rules and regulations
- Personal initiative and ability to work with minimum supervision
- Team player who is flexible

- Displays a positive work ethic and can work under tight deadlines
- High degree of integrity and professionalism
- Strong organizational skills
- Bilingual (English/Spanish) both written and verbal preferred

**Sub-Business**

NBCUL - KNSD

**Career Level**

Entry-Level

**City**

San Diego

**State/Province**

California

**Country**

United States

**About Us**

At NBCUniversal, we believe in the talent of our people. It's our passion and commitment to excellence that drives NBCU's vast portfolio of brands to succeed. From broadcast and cable networks, news and sports platforms, to film, world-renowned theme parks and a diverse suite of digital properties, we take pride in all that we do and all that we represent. It's what makes us uniquely NBCU. Here you can create the extraordinary. Join us.

**Notices**

NBCUniversal's policy is to provide equal employment opportunities to all applicants and employees without regard to race, color, religion, creed, gender, gender identity or expression, age, national origin or ancestry, citizenship, disability, sexual orientation, marital status, pregnancy, veteran status, membership in the uniformed services, genetic information, or any other basis protected by applicable law. NBCUniversal will consider for employment qualified applicants with criminal histories in a manner consistent with relevant legal requirements, including the City of Los Angeles Fair Chance Initiative For Hiring Ordinance, where applicable.

[Close preview](#)

## Job Posting Preview

### **Story Producer - Telemundo San Diego**

57377BR

Studio Technical Operations

NBCUniversal Local

#### **Responsibilities**

- Gather, edit, and assemble news content – focusing on (but not limited to) News, Weather and Traffic for broadcast and multi-platform applications.
- Conceptualize stories with producers, reporter, and talent, critique production and writing of news stories and edit stories and related video for all of platforms.
- Communicate with show producers and digital team to meet content need requirements.
- Gather and package relevant content around key stories from a range of external sources and feeds and content types.
- Prepare pre-pro, tease, edit and archive video.
- Write text articles, publish video clips and edit image galleries according to the local editorial “voice”.
- Program key related index pages for editorial impact, audience appeal and timeliness.
- Execute all publishing workflows for video, images and text including publishing to social media platforms.
- Enforce editorial style guides, standards and practices.
- Help maintain video archive system.

#### **Qualifications/Requirements**

- Excellent news instincts with the ability to react decisively to breaking news.
- At least 1 year prior news editing experience in a professional medium to large sized broadcast market or digital environment or equivalent.
- Ability to work on multiple tasks and stories simultaneously in a fast paced environment.
- Ability to write succinctly and with flair.
- Ability to react to breaking news, updating the news as stories evolve and writing intros and leads to video online content.
- Ability to work in a team and across all departments and locations, ensuring that news as published is 100% accurate without typos or errors.
- Flexible, with a willingness to undertake shift work associated with working for a 24/7 news operation.
- Experience of working in content management systems required.
- Bachelor’s degree.

- Demonstrated knowledge of AP Style writing and guidelines.
- Bilingual (English/Spanish) both written and verbal.

**Desired Characteristics**

- Knowledge of San Diego city and regions on both sides of the border and it's political and social personalities
- Proficient with Edius/Grass Valley or similar non-linear digital editing platform
- Knowledge of Video on Demand Server (VOD)
- Perform basics of photojournalism.
- Experience with INews, Clickability, Social Flow, Stratus systems a plus

**Sub-Business**

NBCUL-TLM\_KUAN

**Career Level**

Entry-Level

**City**

San Diego

**State/Province**

California

**Country**

United States

**About Us**

At NBCUniversal, we believe in the talent of our people. It's our passion and commitment to excellence that drives NBCU's vast portfolio of brands to succeed. From broadcast and cable networks, news and sports platforms, to film, world-renowned theme parks and a diverse suite of digital properties, we take pride in all that we do and all that we represent. It's what makes us uniquely NBCU. Here you can create the extraordinary. Join us.

**Notices**

NBCUniversal's policy is to provide equal employment opportunities to all applicants and employees without regard to race, color, religion, creed, gender, gender identity or expression, age, national origin or ancestry, citizenship, disability, sexual orientation, marital status, pregnancy, veteran status, membership in the uniformed services, genetic information, or any other basis protected by applicable law. NBCUniversal will consider for employment qualified applicants with criminal histories in a manner consistent with relevant legal requirements, including the City of Los Angeles Fair Chance Initiative For Hiring Ordinance, where applicable.

Close preview

## Job Posting Preview

### **Producer - Telemundo San Diego**

57474BR

Editorial

NBCUniversal Local

### **Responsibilities**

- Conceptualize stories with story producers, reporters, and talent.
- Critique production, writing and editing of news stories.
- Work with newscast directors, creative, promotion and news staff to coordinate production of the newscast.
- Produce newscasts and other broadcast content in an automated production control environment
- Edit news content using non-linear editing equipment.
- Manage the newscast story producers.
- Perform other related duties as assigned.

### **Qualifications/Requirements**

Basic Qualifications:

A minimum of 2 years of experience as broadcast producer

Bachelor's degree

At least 1 year prior news editing experience

Ability to work on multiple tasks and stories simultaneously in a fast paced environment

Ability to react to breaking news, updating the news as stories evolve and write intros and leads to video online content

Demonstrated knowledge of AP style writing and guidelines

Bilingual (English/Spanish) both written and verbal

Eligibility Requirements:

Interested candidates must submit a resume/CV through the [www.nbcunicareers.com](http://www.nbcunicareers.com) site

Must be willing to work at the station in San Diego location

Must be willing to submit to a background investigation

Must be 18 years or older

Must have unrestricted work authorization to work in the United States

Must have ability to work any of a 24x7 shift



Must accept Solutions, NBCUniversal's Dispute Resolution Program  
 Must submit a sample of own work to be considered

### Desired Characteristics

Desired:

Demonstrated leadership abilities

Ability to communicate effectively and work well with people while under pressure

Familiarity with local leaders a plus

Up to date on and interested in current news events

Knowledge of laws of libel, slander and applicable FCC rules and regulations

Personal initiative and ability to work with minimum supervision

Team player who is flexible

Displays a positive work ethic and can work under tight deadlines

High degree of integrity and professionalism

Strong organizational skills

### Sub-Business

NBCUL-TLM\_KUAN

### Career Level

Experienced

### City

San Diego

### State/Province

California

### Country

United States

### About Us

At NBCUniversal, we believe in the talent of our people. It's our passion and commitment to excellence that drives NBCU's vast portfolio of brands to succeed. From broadcast and cable networks, news and sports platforms, to film, world-renowned theme parks and a diverse suite of digital properties, we take pride in all that we do and all that we represent. It's what makes us uniquely NBCU. Here you can create the extraordinary. Join us.

### Notices

NBCUniversal's policy is to provide equal employment opportunities to all applicants and employees without regard to race, color, religion, creed, gender, gender identity or expression, age, national origin or ancestry, citizenship, disability, sexual orientation,

marital status, pregnancy, veteran status, membership in the uniformed services, genetic information, or any other basis protected by applicable law. NBCUniversal will consider for employment qualified applicants with criminal histories in a manner consistent with relevant legal requirements, including the City of Los Angeles Fair Chance Initiative For Hiring Ordinance, where applicable.

[Close preview](#)

## Job Posting Preview

### **Reporter - NBC 7 San Diego**

58721BR

Editorial

NBCUniversal Local

### **Responsibilities**

- Cover all news stories as assigned by the News Department and report the facts on station's news programs, web site and/or other multi-platform and digital properties.
- Perform live interviews and/or live demonstrations.
- Research, plan, and schedule stories or segments.
- Edit or supervise the editing of reports used in conjunction with news stories and programs.
- Write scripts, lead-ins, cues and bridges as requested by supervisor.
- Develop and grow an active social following via social media.
- Perform on air news anchor work when assigned.
- Make appearances before social and civic groups and at schools and colleges on behalf of the station.
- Perform other duties as assigned.

### **Qualifications/Requirements**

#### Basic Qualifications

Minimum of 2 years previous experience as a Reporter

Minimum of 2 years TV writing experience

Bachelor's degree.

#### Additional Job Requirements

Interested candidate must submit a resume/CV through [www.nbcunicareers.com](http://www.nbcunicareers.com) to be considered

Must be willing to work in San Diego

Willingness to travel and work overtime, and on weekends with short notice

Must have a valid driver's license

Must have ability to work any of a 24/7 shift

Must be able to provide a reel/portfolio of work examples -- if available, include a web address when you submit your resume

**Desired Characteristics**Desired Qualifications

Professionally bilingual (English/Spanish) a strong plus

Multi-Media Journalist experience a plus

Ability to communicate effectively and work well with people while under pressure.

Upbeat personality and quick wit.

Familiarity with local leaders a plus.

Up to date on and interested in current news events

Knowledge of laws of libel, slander and applicable FCC rules and regulations.

Personal initiative and ability to work with minimum supervision.

Team player who is flexible

Displays a positive work ethic and can work under tight deadlines

High degree of integrity and professionalism

**Sub-Business**

NBCUL - KNSD

**Career Level**

Experienced

**City**

San Diego

**State/Province**

California

**Country**

United States

**About Us**

At NBCUniversal, we believe in the talent of our people. It's our passion and commitment to excellence that drives NBCU's vast portfolio of brands to succeed. From broadcast and cable networks, news and sports platforms, to film, world-renowned theme parks and a diverse suite of digital properties, we take pride in all that we do and all that we represent. It's what makes us uniquely NBCU. Here you can create the extraordinary. Join us.

**Notices**

NBCUniversal's policy is to provide equal employment opportunities to all applicants and employees without regard to race, color, religion, creed, gender, gender identity or expression, age, national origin or ancestry, citizenship, disability, sexual orientation, marital status, pregnancy, veteran status, membership in the uniformed services, genetic information, or any other basis

protected by applicable law. NBCUniversal will consider for employment qualified applicants with criminal histories in a manner consistent with relevant legal requirements, including the City of Los Angeles Fair Chance Initiative For Hiring Ordinance, where applicable.

Close preview

## Job Posting Preview

### **Systems Engineer**

59399BR

Technology & Engineering

NBCUniversal Local

### **Responsibilities**

- “A Hands on” accomplished systems engineer dedicated to help our business win by supporting mission critical broadcast and IT systems, projects and new initiatives.
- Experience supporting major market/Network News operation
- Develop strong working relationships with department leaders and their teams including Production Operations, Engineering, IT, Creative Services, Sales, Traffic and News Operations groups to manage systems, documentation, follow best practices and implement new technologies & deliver projects on time & within budget.
- Work with internal / external Technical Support teams to ensure timely resolution of customer requests and issues.
- Provide advanced troubleshooting & support for systems, infrastructure and applications, including root cause analysis.
- Evaluate and optimize workflows related to all broadcast systems including linear and IP fabric for video infrastructures, virtualized Windows & Linux environments, encode / decode platforms, newsgathering tools, NLE, Media Asset Management systems, distribution systems and other workflow tools.
- Evaluate, test and install upgrades to all platform operating systems, applications, and hardware
- Risk Management: Assess all issues, adds, changes to mitigate potential system impact.
- Ongoing assessment of workflows, identifying manual processes that can be streamlined or improved upon with new hardware, software or automation
- Test new technology and make recommendations to Management on needed resources, feasibility, budget and timing requirements for inclusion in strategic plan.
- Install, commission and configure new technology
- Develop and maintain system documentation for operational and troubleshooting purposes.
- Work with operations teams to ensure SOP's & documentation are written and up to date
- Produce work that is consistently professional, reliable and detail oriented.
- Other duties as deemed necessary

### **Qualifications/Requirements**

- Bachelor's degree in Computer Science, Broadcast Engineering or similar with 5+ years' experience preferred. Equivalent experience considered.
- Experience in a similar role with an ISP, media company, systems integrator or other relevant industry.

### Desired Characteristics

- Experience in supporting large scale systems to support business needs
- Proficient with IT routers, switches, firewalls, and port management applications
- Proficient in A/V file transcoding, data archiving processes and video compression technologies & standards.
- Hands on experience with support of non-linear edit systems such as Premier, FCP, Edius.
- Demonstrated knowledge of media over managed IP networks and protocols.
- Knowledge and experience with hardware virtualization
- Knowledge of media workflow tools and production systems such as Vantage, Dalet, Ross Overdrive or similar.
- Knowledge of distribution systems including RF, streaming and satellite.
- Knowledge of newsgathering and communications systems
- Strong ability to read and generate system documentation (Visio, ACAD).
- Positive work ethic, ability to work well in groups to execute projects on time and on budget while meeting customer expectations.
- Ability to communicate and interact effectively with diverse audiences across different departments, ranging from non-technical clients to technical professionals and operations staff.
- Must be able to process large amounts of information, analyze this information and make sound decisions, sometimes under intense deadline pressure.
- Knowledge of standard engineering processes such as change control and agile development concepts.
- Must be keen to learn and develop new skills<sup>[SEP]</sup>
- Ability to work on own initiative
- Excellent organization, collaboration and communication skills.
- Knowledge and experience with setup, testing and documentation of proof of concept systems
- Must possess strong multitasking skills and the ability to prioritize tasks

### Sub-Business

NBCUL - KNSD

### Career Level

Experienced

### City

San Diego

### State/Province

California

### Country

United States

### **About Us**

At NBCUniversal, we believe in the talent of our people. It's our passion and commitment to excellence that drives NBCU's vast portfolio of brands to succeed. From broadcast and cable networks, news and sports platforms, to film, world-renowned theme parks and a diverse suite of digital properties, we take pride in all that we do and all that we represent. It's what makes us uniquely NBCU. Here you can create the extraordinary. Join us.

### **Notices**

NBCUniversal's policy is to provide equal employment opportunities to all applicants and employees without regard to race, color, religion, creed, gender, gender identity or expression, age, national origin or ancestry, citizenship, disability, sexual orientation, marital status, pregnancy, veteran status, membership in the uniformed services, genetic information, or any other basis protected by applicable law. NBCUniversal will consider for employment qualified applicants with criminal histories in a manner consistent with relevant legal requirements, including the City of Los Angeles Fair Chance Initiative For Hiring Ordinance, where applicable.

[Close preview](#)



## Job Posting Preview

### **Research Manager - San Diego**

60335BR

Research & Analytics

NBCUniversal Local

### **Responsibilities**

Reporting at the local level to Vice President of Sales, this role is responsible for researching, compiling, analyzing, reporting and leveraging ratings data and other syndicated audience measurement tools to deliver prescriptive insights that drive audience and business development for the NBC7 and Telemundo20.

- Analyze and interpret viewing data
- Create and maintain sales estimates based on Nielsen and Comscore viewing
- Support Sales team in the development of presentations to engage advertisers and their agencies
- Support News and Marketing teams with insights into ratings, trends and competitive stations
- Develop and manage regular and ad hoc analyses for programming, sales and other marketing/promotion needs
- Business development support: work closely with sales team and integrated marketing to develop business cases and presentations for potential clients
- Produce estimates and accompanying rationale for sales, finance and programming
- Coordinate all aspects of Nielsen procedures/implementations to ensure accurately reporting for all Nielsen systems
- Provide insights for both sales and local programming

### **Qualifications/Requirements**

- Bachelor's degree or equivalent experience
- At least three years' experience in research, advertising, or in a media outlet

### **Desired Characteristics**

- Interested in the media industry and passionate about the consumer
- Curious, creative, confident; a proactive thinker
- Highly organized and detail oriented, with ability to work under pressure, handle multiple projects and meet tight deadlines

- Strong analytical skills, able to analyze qualitative and quantitative data with client needs in mind
- Excellent computer skills, particularly PowerPoint and Excel
- Strong writing and presentation skills
- Strong interpersonal skills and the ability to work well with Management and Sales staff
- Familiarity with Nielsen ratings and other syndicated media research sources such as Arianna, NLTV, Scarborough, Simmons, Kantar, and Polk

**Sub-Business**

NBCUL - KNSD

**Career Level**

Experienced

**City**

San Diego

**State/Province**

California

**Country**

United States

**About Us**

At NBCUniversal, we believe in the talent of our people. It's our passion and commitment to excellence that drives NBCU's vast portfolio of brands to succeed. From broadcast and cable networks, news and sports platforms, to film, world-renowned theme parks and a diverse suite of digital properties, we take pride in all that we do and all that we represent. It's what makes us uniquely NBCU. Here you can create the extraordinary. Join us.

**Notices**

NBCUniversal's policy is to provide equal employment opportunities to all applicants and employees without regard to race, color, religion, creed, gender, gender identity or expression, age, national origin or ancestry, citizenship, disability, sexual orientation, marital status, pregnancy, veteran status, membership in the uniformed services, genetic information, or any other basis protected by applicable law. NBCUniversal will consider for employment qualified applicants with criminal histories in a manner consistent with relevant legal requirements, including the City of Los Angeles Fair Chance Initiative For Hiring Ordinance, where applicable.

[Close preview](#)

## Job Posting Preview

### **Traffic Coordinator, NBC7**

60654BR

Sales

NBCUniversal Local

### **Responsibilities**

- Responsible for monitoring receipt of agency materials and agency traffic instructions from multiple sources
- Generate daily "missing material instruction" report for multiple days. Follow up on missing materials and instruction with agencies, clients and/or sales reps
- Match up commercial copy and instructions to the correct sales contract
- Assign internal house numbers for commercial ingest
- Correctly input client instructions and enter material instruction into traffic system
- Prepare, check and download daily electronic dub-list for hub ingest
- Maintain hub server content via regular electronic purge file creation
- Make required day of air copy changes
- Communicate regularly and effectively with log editors, CSRs and sales team regarding status of client scheduled including possible spots not scheduled as instructed
- Accurately reconcile and post daily logs – compare uploaded Probel as-run billing file against traffic system log
- Edit and upload commercials to the HUB via various digital delivery services
- Assist with department coverage
- Work closely with Account Executives in the station and National offices to provide complete customer service to all NBC clients.
- Confirm approval from sales management for all incoming order rates, ratings and programming to minimize last minute changes.
- Relay maintenance of contracts to agencies where action is required, including, but not limited to spot make goods, program changes and under delivery weight.
- Act as a liaison between Account Manager and Agency to meet all buyer requests, including contract, inventory and program details.
- Track performance of contracts on local station through WideOrbit Media Sales posting system.
- Partner with traffic department to solve any open scheduling issues including copy and media resolution, order validation and dispute resolution.
- Work with salespeople and sales management for best reconciliation of the client.

- Fill in other areas within Traffic and Sales Service as needed and assigned by management.
- Process financial workflows: customer billing set up, credit card payments, CIA and rebills as requested.
- Maintain eFiles for station management and national sales office AE's; orders, revisions and make goods.
- Learn to assign and manage material instructions for all on-air clients. With future ability to fill in and cover when needed.
- Enter orders into traffic system.

### **Qualifications/Requirements**

- Minimum 1 year experience working in a sales or customer support capacity
- Minimum 1 year experience working with MS Office tools

### **Desired Characteristics**

- High level of attention to detail, accuracy and speed
- Knowledge of TV traffic operation functions preferred
- Process oriented: analyze current processes and help implement improvements for continuous operating growth
- Experience with WideOrbit Traffic & Sales, Nielsen Audience Measurement a plus
- Minimum 1 year traffic experience

### **Sub-Business**

NBCUL - KNSD

### **Career Level**

Experienced

### **City**

San Diego

### **State/Province**

California

### **Country**

United States

### **About Us**

At NBCUniversal, we believe in the talent of our people. It's our passion and commitment to excellence that drives NBCU's vast portfolio of brands to succeed. From broadcast and cable networks, news and sports platforms, to film, world-renowned theme parks and a diverse suite of digital properties, we take pride in all that we do and all that we represent. It's what makes us uniquely NBCU. Here you can create the extraordinary. Join us.

NBCUniversal Local is NBCUniversal's local media division that delivers English and Spanish-speakers and bilingual audiences in 31

U.S. markets and Puerto Rico, the very best in local sports, news, weather, consumer and investigative reporting, and lifestyle entertainment across any platform and screen. NBCUniversal Local is comprised of three individual media groups including the NBC Owned Television Stations, the NBC Sports Regional Networks and the Telemundo Station Group. The division is also home to multicast networks NBCLX, COZI TV and TeleXitos, the regional cable news network NECN, as well as NBC Spot On, an advanced video advertising business designed for local/regional CTV and OTT advertisers and several in-house companies including production company LXTV, marketing and promotions company Skycastle, its out-of-home business NBC Everywhere, and the Arthouse, a graphics design group. With seven regional sports networks and 42 NBC and Telemundo stations serving 38 percent of U.S. homes, NBCUniversal Local is the only network-owned local media division that is home to the largest bilingual local newsrooms within the country's top 10 TV markets. NBCUniversal Local's stations and networks serve diverse audiences and communities across linear, streaming, OTT, digital web, mobile and audio, and cable platforms and work together to keep local audiences informed anytime and anywhere. For more information, visit [NBCUniversal.com](https://www.nbcuniversal.com).

### Notices

NBCUniversal's policy is to provide equal employment opportunities to all applicants and employees without regard to race, color, religion, creed, gender, gender identity or expression, age, national origin or ancestry, citizenship, disability, sexual orientation, marital status, pregnancy, veteran status, membership in the uniformed services, genetic information, or any other basis protected by applicable law. NBCUniversal will consider for employment qualified applicants with criminal histories in a manner consistent with relevant legal requirements, including the City of Los Angeles Fair Chance Initiative For Hiring Ordinance, where applicable.

[Close preview](#)