

**JAY NEVILLE NEIL**  
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**SUMMARY**

Highly motivated, detail-oriented video operations technician, with a proven ability for increasing and optimizing work flow and corporate profitability.

- Video Routing, Patching, and Switching
- Video Transferring
- Inbound/Outbound Live Satellite Transmissions
- Inter-Format Duplication
- DVD Mastering and Duplication
- Digitized Programming
- Quality Control
- Team Supervision

**PROFESSIONAL EXPERIENCE**

**NBC UNIVERSAL/OXYGEN NETWORK**, New York, NY

**2000 – 2008**

**Video Tape DVD Duplication/Transmission Engineer**

- Operations technician for over 4,000 hours of nationwide live satellite inbound/outbound transmissions.
- Independently responsible for daily operations of over 65 broadcast format machines.
- Achieved over eight years of virtually error-free daily inter-format duplication of network programming for air.
- Encoded/decoded and digitized programming to N2 and other network servers.
- Successfully trained and evaluated free-lance per-diem personnel.
- Performed as-aired mass-logging.
- Delegated and scheduled equipment as company needs determined.
- Conducted computerized NERO express DVD burning and duplication/ingesting to and from multiple video formats.

**USA NETWORKS/SCI-FI CHANNEL**, Newport Center, NJ

**1996 – 1999**

**Videotape Operator/Assistant Editor (Freelance)**

- Collaborated with producers to create build reels for use in edit sessions.
- Recorded live transmissions and duplicated programs for air.
- Performed closed captioning encoding and cloning of programs for network broadcast.
- Duplicated promotional spots, line-ups, and programs, to meet critical air deadlines.

**IMAGE GROUP/MODERN TELECOMMUNICATIONS/METROPOLIS STUDIOS**, New York, NY **1980 – 1996**

**Videotape Operations Manager/Duplication Supervisor**

- Successfully managed Tape Operations Department and Pre-Post Production functions.
- Effectively supervised two shifts of 12 operations personnel, including hiring, evaluation, scheduling, and training new operators in technical requirements and procedures.
- As senior pre- and post-production tape operator, coordinated live two-way transmissions and studio pre-edit live programming.
- Directed the design, planning, research, pricing, and upgrading of the entire operations facility on budget.
- Served a wide variety of high-profile clients such as NBC, ABC, CBS, Fox, A&E, USA Networks, Sci-Fi Channel, ESPN, Bravo, History Channel, Biography, CNN, MTV, and VH1, as well as major advertising agencies.
- Expertly recorded live commercials, show wrap-arounds, and promotional spots for broadcast.

**EDUCATION**

**BROOKLYN COLLEGE**, Brooklyn, NY

**M.S.**, Communications – TV/Radio

**B.A.**, Communications – TV/Radio

**BRONX COMMUNITY COLLEGE**, Bronx, NY

**A.A.**, Speech/Theater

**COMPUTER SKILLS**

DVD Studio-Pro, clip pulling, video compression, familiarity with Final Cut Pro

2009 Certified Substitute Teacher State of NJ

2010 Teacher of TV Broadcasting State of NJ