

JOB DESCRIPTION – VIDEO EDITOR

Position	Video Editor
Reporting to (Primary)	Creatives Head
Parallel reporting	Media Manager
Responsible for	Producing high-quality videos that meet both B2B and B2C objectives, aligning with the unique creative needs of each industry. This role requires expertise in video production, editing, storytelling, and collaboration with cross-functional teams to create compelling content that drives engagement and brand impact. This will serve for a diverse group of companies across various sectors, including Interior Fit-out, Restaurants, K-12 Education, Technology and Healthcare.
Technical skills required	<ul style="list-style-type: none"> ▪ Expertise in Adobe Creative Suite, sound design, color grading, and visual effects. ▪ Ability to create compelling visual stories tailored to various industries. ▪ Skilled in balancing multiple projects and meeting strict deadlines. ▪ Strong team player with excellent communication skills. ▪ Practical understanding of filming techniques, lighting, and audio management.
Responsibilities (include but not limited to)	<p>Video Production and Editing</p> <ul style="list-style-type: none"> ▪ Produce and edit video content across various styles and formats, including promotional, instructional, and social media videos, tailored to each industry segment. ▪ Maintain a strong brand identity across all content while adapting the style to suit specific audience needs, from technical and educational content to vibrant, consumer-focused material. ▪ Work with creative directors and project managers to translate concepts into cohesive video stories that align with each brand’s objectives. <p>Creative Development and Collaboration</p> <ul style="list-style-type: none"> ▪ Collaborate closely with the marketing, design, and content teams to develop concepts and storyboards. ▪ Conduct thorough reviews of project briefs, interpret creative direction, and communicate effectively with stakeholders to ensure expectations are met. ▪ Engage in brainstorming sessions and provide input on creative decisions, including style, tone, and content flow.

Technical Proficiency and Quality Control

- Use advanced tools in Adobe Creative Suite (Premiere Pro, After Effects, Photoshop, and Illustrator) and other industry-standard video editing software.
- Perform color grading, sound design, and visual effects to enhance production quality and meet industry standards.
- Maintain meticulous attention to detail in all stages of production, ensuring high production values, accuracy, and alignment with brand guidelines.

Filming Techniques and Process Knowledge

- Demonstrate a solid understanding of filming techniques, lighting, and audio processes for both in-studio and on-location shoots.
- Provide guidance during filming to optimize footage for post-production, ensuring a streamlined editing process.
- Set up and handle video production equipment effectively, including cameras, lighting, and sound equipment, as needed.

Project Management and Deadlines

- Manage multiple projects and deadlines, balancing creativity with efficient time management.
- Adapt to flexible work schedules based on project requirements, with occasional travel to various locations for on-site shoots and collaborations.
- Follow up on feedback promptly and make revisions as required, ensuring a seamless editing and approval process.

Team Collaboration and Communication

- Work collaboratively with cross-functional teams across the group companies to understand the unique demands and objectives of each sector.
- Communicate progress regularly, provide updates, and manage expectations effectively to maintain alignment with the project scope and deadlines.
- Stay updated on industry trends, new editing techniques, and software tools to bring fresh perspectives and innovations to the team.