

## Education

Marywood University, Dunmore, PA

August 2013 – May 2015

**Communication Arts - Master of Arts (QPA 3.91)**

Marywood University, Dunmore, PA

August 2011 – May 2014

**Communication Arts (Advertising / Public Relations) - Bachelor of Arts with a Minor in Business (QPA 3.701)**

Luzerne County Community College, Nanticoke, PA

October 2002 – May 2006

**Visual Communications (Advertising Specialization) - Associate in Applied Science (GPA 3.95)**

**Broadcast Communications - Associate in Applied Science (GPA 4.0)**

Johnson Technical College, Scranton, PA

August 1995 – May 1997

**Building Construction Technology - Associate in Applied Science (GPA 3.70)**

## Work experience

University of Nevada, Las Vegas, NV

July 2019 – Present

**AV/IT Systems Specialist** – *Support and maintain all technology enhanced learning spaces at the UNLV Campus, helping to ensure that all are appropriately planned, designed, and built to support the pedagogical needs of end users. Managing projects involving AV technology in the construction and renovation of university learning spaces, ensuring technology is selected and installed based on campus standards.*

Mohegan Sun Pocono, Wilkes-Barre, PA

June 2016 – June 2019

**Audio Visual Technician** – *Setup, configure, operate, support and maintain A/V equipment and non-print media assets, including audio/video mixing and sound board equipment. Install, configure, operate, maintain, distribute, and upgrade various electronic products. Provide AV support for guests to facilitate their needs for hosting conferences and events. Provide supervision, guidance and/or training to fellow team members and executive team as needed. Coordinate with external vendors for equipment purchasing and repairs. Edit videos and create content for use throughout the property, along with directing IMAG video for national concert acts that appear in the Keystone Grand Ballroom.*

Sinclair Broadcast Group, Wilkes-Barre, PA

November 2014 – June 2019

**Sports Photographer** – *Work with team of photographers, producers, directors, as well as independently to set-up equipment for sporting events. Configure, operate, and support various pieces of television equipment. Perform routine video and audio equipment maintenance as needed.*

**Event Producer** – *Setup, configure, operate, and maintain broadcast equipment. Coordinate with hosts, stadium production crew, and master control operator during live games at PNC Field, as well as operate audio board during event. Supervise all aspects of video production until event complete.*

**Television Production** – *Record voice-overs, edit commercials and promos, also fill other positions including camera, director, engineer, graphics, instant replay, and audio for live events; both in studio and at remote locations. Setup, configure, operate, support, and maintain A/V equipment as needed.*

WVIA Public Media Studios, Pittston, PA

December 2007 – June 2016

**Corporate Communications** – *Responsible for tagging promotional spots, creating graphics, writing scripts, recording voice-overs, assembling on-air promos, update social media, along with additional related duties as needed. Responsible for coordinating the communications output within a company. Created and delivered emails, direct mail, brochures, newsletters, and other publications to express the company messaging.*

**Director / Editor / Shooter** – *Completed a full length documentary with the responsibility for all elements of creative direction; including taping interviews, editing stories together, creating graphics, and adding images & B-roll.*

## Work experience cont.

**Engineer** – Aired programming, recorded feeds, loaded schedules, imported content; along with additional related duties like transmitter readings. Installed, operated, and maintained A/V equipment. Responsible for maintaining A/V technology like radio broadcast systems, transmitters, audio/video production systems, and other studio equipment.

**Producer** – Oversaw all aspects of video production on a television program. Picked and scheduled show topics. Contacted and arranged guests. Supervised control room during production.

**Television Production** – Setup, configured, and operated various broadcast equipment. Installed, configured, operated, distributed, supported, and maintained assorted A/V equipment. Set up and took-down A/V equipment from video productions. Performed multiple aspects involved with a TV studio or remote production as needed. This also included serving as director, audio technician, and camera operator for national network feed uplinks; MSNBC, FOX, ESPN, Blaze, and others. Set building and design including budget and creation. Additional duties were to provide supervision, guidance, and training to college interns, fellow employees, and management.

Marywood University, Scranton, PA

August 2014 – May 2015

**Graduate Assistant** – Responsible for media coordination and promotions for the Music, Theatre, and Dance Department. Worked with internal and external contacts to promote upcoming events, update social media, along with additional related duties.

New Age Media, Wilkes-Barre, PA

June 2012 – November 2014

**Event Producer** – Setup, configured, operated, and maintained broadcast equipment. Coordinated with hosts, stadium production crew, and master control operator during live games from PNC Field, as well as operated audio board during events. Responsible to supervise all aspects of video productions until event was completed.

**Television Production** – Recorded voice-overs, edited commercials and promos, also filled other positions including camera, director, engineer, graphics, instant replay, and audio for live events; both in studio and at remote locations. Setup, configured, operated, supported, and maintained A/V equipment as needed.

Constructers, Laflin, PA

January 2007 – September 2007

**Co-Owner** – Ran a residential home repair and remodeling business, including bidding and bookwork. Master carpenter in charge of the completion of carpentry tasks required with the responsibility for sub-contractors while they worked on maintenance, repair, or alterations of plumbing, electrical, and other mechanical systems. This also required coordination of vendor material deliveries for projects.

Pegasus Communications, Wilkes-Barre, PA

November 2003 – June 2004

**Production, Promotions and Internship** – Responsible for putting local station tags on promotional spots. Recorded voice-overs and assembled on-air promos along with additional related duties. Installed, configured, operated, distributed, supported, and maintained A/V equipment.

**Master Control Operator** – Aired programming, recorded feeds, loaded schedules, imported content; along with additional related duties like transmitter readings. Responsible for monitoring the quality and accuracy of on-air signals as well as ensuring the transmission meets government regulations. Additional duties include troubleshooting equipment malfunctions. Installed, operated, and maintained A/V equipment as needed.

WVIA Public Media Studios, Pittston, PA

September 2003 – November 2003

**Television Production (Volunteer position)** – Assisted in all aspects of TV studio and remote productions. Setup, operated, and maintained miscellaneous A/V equipment. I worked both in the studio and at remote locations.

## Military

### U.S. Air Force

November 1992 – November 1994

*Locations:* Lackland AFB Texas; Aberdeen Proving Grounds, Maryland; Davis-Monthan AFB, Arizona

*Schools:* Vehicle Body Mechanics and Welding.

*Duties:* Use a wide array of tools to perform auto body repairs on various vehicle types and mobile equipment. Perform mechanical repairs along with other relevant tasks like managing paperwork and maintaining equipment records.

## Skills

Artistic, Brainstorming, Business, Carpentry, Collaboration, Concision, Content Management, Content Strategy, Courteous, Creative Thinking, Explaining, Friendliness, Graphic Design, Interpersonal, Listening, Marketing, Negotiating, Polycorn, Presentation, Problem Solving, Public Speaking, Radio Broadcasting, Sound Editing, Team Building, Teamwork, Technical Writing, Television Broadcasting, Television Production, Video Editing, Videography, and Visualizing.

## Accreditations and Awards

U.S. Department of Defense Letter of Appreciation

Who's Who among American College Students

President's List Johnson's College

President's List Luzerne County Community College

Summa Cum Laude Graduate

Phi Theta Kappa Honor Society

Dean's List Marywood University

Delta Epsilon Sigma National Scholastic Honor Society

Telly Award for Producer Best Local, Regional, Cable TV Program.

Rho Tau Chapter at Marywood University of Lambda Pi Eta, the National Communication Association Honor Society

Marywood University Chapter of the SALUTE National Honor Society

Certified Technology Specialist (CTS)



JoeChrobak.com