

Posted 22 April 2024

VIDEO PRODUCER

Hong Kong

Phillips' Video and Multimedia Department produces leading content about 20th century and contemporary art, design, photography, jewels, and watches. We are seeking an inspired, innovative, and experienced short-form Video Producer for this key role to oversee high-level projects from start to finish to support our sales and editorial initiatives.

Phillips values a workforce with a wide variety of experiences, backgrounds and skills, so we encourage you to apply even if you do not meet all of the qualifications.

Duties and Responsibilities

- Produce, shoot, and edit a high volume of short-form video and multimedia projects throughout a busy and fast-paced auction calendar
- Develop and pitch original project ideas
- Source outside talent for special projects
- Writing: briefs, scripts, storyline, descriptive copy and post-sale reports, occasionally some social media copy content
- Manage and delegate work to the third party producer and crews
- Source and oversee outside production partners as needed
- Source and maintain department gear
- Archive media projects, upload videos to CMS, track basic analytics
- Other departmental duties as needed

Professional Skills and Experience

- Experience producing short-form videos in a fast-paced, high-volume media production environment required; Minimum of 7 years experience preferred
 - Meaningful experience producing media related to Modern and Contemporary art and luxury concept
 - Advanced video and audio editing skills, both technical and creative
 - Proficiency with motion graphics/animation
 - Able to conduct audio and video editing independently
 - Expert knowledge of Adobe Creative Suite
 - Excellent English writing and communication skills
 - Basic Chinese language understanding is required
 - Very strong organizational and time management skills
 - Advanced cinematography skills, such as hand-held techniques and color correction skills is a plus
 - Auction house experience a plus
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Education and Training

Bachelor degree in related field or commensurate experience, preferred

Personal Attributes

- Interest in the art world and visual culture
 - Inspired, creative, and driven to achieve excellence
 - Self-starting, a problem solver
 - Thrive in a high-pressure, fast-paced environment
 - Highly detail-oriented and exacting
 - Able to handle multiple projects and shifting priorities
 - Discrete with confidential information
 - Excellent communicator
 - Able to bring fresh ideas and inspiration
 - Strong interpersonal skills, comfort working with VIP talent, production crews, creative partners, and sensitive clientele
 - Able to receive and address feedback with positive attitude
 - Able to adapt to established departmental systems and project management workflows
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Working Conditions

Work hours are 9am-6pm, Monday-Friday, with additional hours including weekends to meet business deadlines, as required

To apply, please email a resume and cover letter to careersasia@phillips.com