



Recruitment – Assistant Sound Engineer

Position Overview:

We are seeking a motivated and technically proficient Assistant Recording Engineer to join our dynamic studio team. This role is central to supporting all phases of audio and video production and ensuring the smooth operation of our studio facilities. The ideal candidate is a proactive problem-solver with a keen attention to detail and a passion for audio engineering.

Key Duties & Responsibilities:

- Provide comprehensive audio and video support across all production stages: pre-production, production, and post-production for various deliverables.
- Assist the Studio Manager with taking, managing, and organizing studio bookings.
- Support studio and event setup, as well as recording sessions.
- Coordinate and prepare students for concerts and performances, both within the studio and at other organizational venues.
- Maintain the functionality of all related software and hardware to ensure optimal service for users.
- Provide general administrative and clerical support to the studio team.
- Perform ad-hoc duties as assigned by the Studio Manager.

Requirements

- At least 1 year related industrial experience or with academic qualification in the area;
- Confident usage of macOS, Pro Tools, Logic Pro X/ Ableton, basic Plugin Application;
- Demonstrated ability to set up, calibrate, and operate standard studio recording equipment.
- A proactive team player, good communication skill and attention to detail with the ability to work independently under pressure.



- Strong analytical and problem-solving skills;
- Highly efficient and organized, with the capacity to manage and prioritize multiple tasks and projects simultaneously.
- Flexibility to work 5 days a week, including weekends, based on studio booking requirements.
- Immediate available is highly preferable.

Working location

- TST

Interested parties please send your resume including current and expected salary and availability to sylviasun@swaymusicstudio.com

All personal information will be treated strictly confidential and solely for recruitment purposes.