

## **MICROCOMPUTER REPAIR ASSISTANT**

### **DISTINGUISHING FEATURES OF THE CLASS:**

This is entry-level work involving the responsibility for learning and assisting in the repair and preventative maintenance of computers, printers, and other hardware. The work is performed under the direct supervision of the Senior Microcomputer Technician or Microcomputer Technician.

### **TYPICAL WORK ACTIVITIES:**

1. Learns to use diagnostics and system tests to determine causes for malfunctions in microcomputer systems and peripherals;
2. Learns to trouble-shoot, disassemble, repair, and assemble microcomputers and related hardware;
3. Assists with preventative maintenance on internal and off-site computer equipment including terminals, communication devices, micrographic readers/printers, microcomputers and related hardware;
4. Maintains replacement parts inventory and documentation library;
5. Does related work as required.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Working knowledge of the principles and practices of diagnosis, maintenance and repair of microcomputers and related components; working knowledge of assembly language as it relates to microcomputer repairs; ability to comprehend service manuals and utilize technical illustrations; ability to follow written and verbal instructions; good initiative; physical condition commensurate with the demands of the position.

### **MINIMUM QUALIFICATIONS:**

- EITHER: (A) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in Electrical Engineering Technology or its equivalent with coursework in microprocessors, digital logic circuiting, Boolean algebra, electronics, and analogue circuiting;
- OR: (B) Completion of sixty (60) credit hours, including at least twenty-four (24) credit hours in the areas specified in (A) above;
- OR: (C) An equivalent combination of the training and experience as indicated in (A) and (B) above.

### **SPECIAL REQUIREMENT:**

A valid New York State Driver's License is required at time of appointment.

DP0317

ADOPTED: 08/21/95