

ELECTRONIC TECHNICIAN

DISTINGUISHING FEATURES OF THE CLASS:

This is a highly technical position responsible for the repair of a wide variety of electronic audio-visual equipment used by a school district. The incumbent travels to various sites to diagnose and repair problems in the field, or when necessary, repairs equipment at a work shop. In addition, the incumbent is expected to set up and maintain audio systems and closed circuit television systems. Some assignments may require evening and weekend work or availability. The work is performed under the general supervision of an administrative employee. Supervision of others is not normally a function of the class.

TYPICAL WORK ACTIVITIES:

1. Performs on-site diagnostic and repair services on various audio-visual equipment, including televisions, VCR's, video projectors, overhead projectors, motion picture projectors, slide strip projectors, tape recorders, sound amplifiers, speakers, microphones, and similar type equipment;
2. Transports audio-visual equipment to work shop for more extensive repairs or replacement;
3. Installs, adjusts and repairs sound amplification systems;
4. Installs, adjusts and repairs closed circuit television systems;
5. Maintains an efficient and economic inventory of replacement parts for audio-visual equipment;
6. Contacts vendors or other repair services when equipment problems are beyond in-house repair capabilities;
7. Maintains a library of operation and repair manuals, warranties and service contracts.
8. Maintains equipment repair history records;
9. Does related work as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the repair, maintenance and operation of electronic audio-visual equipment; ability to understand and carry out complex oral and written instructions; ability to work cooperatively with other staff members; ability to diagnose and repair problems in a timely and efficient manner; manual dexterity; good hand and eye coordination; physical condition commensurate with the demands of the position.

ELECTRONIC TECHNICIAN (Cont'd)

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a high school equivalency diploma and:

- EITHER: (A) Completion of an acceptable formal post-secondary education program designed for a career in audio-visual or electronic equipment repair and two years of full-time work experience which primarily involved the repair of video equipment, personal computer systems, sound systems, or closely related equipment;
- OR: (B) Four years of full-time work experience as described above;
- OR: (C) An equivalent combination of training and experience as indicated in (A) and (B) above.

NOTE: Training and experience **must have occurred within the last eight years** of the date of application.

SPECIAL REQUIREMENTS:

1. Eligibility for a New York State Motor Vehicle Operator's License at time of application.
 Possession of said license at time of appointment.

2. Candidates must be able to transport and place equipment weighing up to 50 pounds.

TR5309

ADOPTED: 02/17/97