



1516 ELECTRONICS TECHNICIAN

Classification Summary

Maintains and repairs District computer, audio-visual, video, communications and clock systems.

Distinguishing characteristics

Distinguished by the requirement for experience repairing and maintaining Apple and PC desktop and laptop computers

Supervisory Relationships

Reports to the Director of Computing and Information Services. Provides technical guidance to other District staff. Supervises and trains temporary summer help.

Examples of Duties

1. Receive and log equipment sent to shop for repair. Operate test equipment to diagnose malfunction; consider repair and replacement costs and determine if item should be repaired or discarded.
2. Test, diagnose and repair electronic equipment such as computers, projectors, intercom and public address systems, audio-visual systems, scoreboards, and clock systems.
3. Perform preventive maintenance, cleaning, and lubrication of electronics equipment.
4. Perform installations of public address, television cable, or other systems. Determine layout; diagram branches, connectors and splitters. Route wire and install fixtures. Expand or adjust circuitry or wiring as necessary.
5. Recommend equipment purchases; test newly acquired equipment for functioning ability.
6. Request service literature and parts; maintain service records and parts inventory.
7. Transport and assist in the set-up of AV/PA equipment for school/department presentations. May be required to instruct users in equipment operation and maintenance.
8. Assist in diagnosing and correcting equipment malfunctions by telephone based on information from user.
9. Keep current on technological and industrial advances through reading and educational seminars.
10. Perform related work as required.

Required Knowledge, Skills and Abilities

1. Comprehensive knowledge of the function and repair of computer equipment and various categories of consumer electronic equipment.
2. An understanding of computer operating systems and experience in imaging and updating these systems.
3. Ability to repair electronic devices to component level. Ability to read technical repair manuals.
4. Ability to operate diagnostic equipment such as an oscilloscope, volt ohm meter, audio generator, signal tracer, impedance meter, and crosshatch generator.
5. Ability to prioritize assignments based on the nature and severity of problem, ability to work under pressure of time constraints.

Minimum Qualifications for Class Entry

Two years practical experience in the repair of electronic equipment

Work Environment

Work is performed in a workshop facility or in District buildings. Assignments may require lifting of heavy objects or working at heights, outdoors, or awkward or tiring positions. Incumbents may be exposed to risk of electric shock, hazards from radiation, or toxic chemicals.