

Electronics Tech. II (B)

DEFINITION

Under the direction of the Maintenance Supervisor, organizes, performs semi-skilled and skilled work in the installation, maintenance and repair on a variety of electronics, telecommunication, audio-visual equipment, performs a variety of functions in the planning, implementation of telecommunication, and database network operations; performs semi-skilled and skilled functions in other maintenance trade areas; performs other related work as assigned and/or required.

ESSENTIAL DUTIES

- coordinates, organizes, and performs semi-skilled and skilled maintenance and repair of telecommunication equipment, computers, computer terminals, electronic office equipment, and a variety of other electronic equipment nlock systems, and scoreboards
 - utilizes a variety of specialized electronic testing equipment in diagnosing, evaluating and testing electronic related equipment
 - aligns, adjusts and calibrates electronic equipment in accordance with manufacturer specifications
 - replaces defective electronic components, parts and wiring using a variety of hand tool equipment
 - investigates, tests, and recommends the purchase of electronic, audio-visual equipment computer hardware, application software
 - requisitions, orders and maintains an adequate inventory of electronic components, parts, supplies and repair materials
 - maintains and updates a technical library of manuals, blueprints, schematic drawings
 - organizes, and lays-out assigned work tasks
 - assists in conducting in-service training programs relative to the operation and maintenance of computer, detection, fire alarms, and electronic equipment
 - assists in monitoring outside technical vendor services to mandates, and codes pertaining

Ability to: Install, maintain, and repair various types of electronic and audio-visual equipment, clocks, fire and security detection and communication systems; utilize special electronic testing equipment to determine defects and malfunctions; accurately estimates labor and material costs; maintain simple records and to be able to prepare complete and concise reports; understand and carry out oral and written directions; establishes and maintains cooperative working relationships.

PHYSICAL DEMANDS

The physical requirements indicated below are examples of the physical aspects that this position classification must perform in carrying out essential job functions.

- will frequently exert 50 to 75 pounds to lift, carry, push, pull or otherwise move objects
- will walk or stand for extended periods of time, will occasionally be required to ascend or descend ladders, stairs, scaffolding, and ramps
- must possess the ability to hear and perceive the nature of sound
- must possess visual acuity and depth perception
- must be capable of providing oral information, both in person and over the telephone