

BURBANK UNIFIED SCHOOL DISTRICT

CLASS TITLE: ELECTRONICS TECHNICIAN

BASIC FUNCTION:

Under the direction of an assigned supervisor, install, repair and maintain a wide variety of audio-visual and electronic equipment.

REPRESENTATIVE DUTIES:

Perform technical and complex repair and maintenance duties in the care of electronic and audio-visual equipment.

Assemble, install, test, trouble-shoot, repair and maintain audio-visual, video, and electronic equipment including but not limited to stereo systems, television receivers, video cassette recorders, video cameras, sound amplification equipment, various types of projectors, recorders, record players, optical disc equipment and radios.

May assist with the assembly, installation, testing, trouble-shooting, repair, and maintenance of District wide mobile and base station communications systems and computers.

Set up and maintain audio and video equipment or systems for special activities and events as required.

Disassemble faulty equipment and determine source of malfunction; remove defective parts; install new parts as appropriate; verify proper operation.

Maintain and operate various tools and electronic testing equipment such as drills, wrenches, oscilloscopes, voltmeters and signal generators.

Pull cable for telephone, intercom, computer, video cable, audio and related systems.

Perform preventive maintenance duties according to established procedures; replace parts; clean, lubricate, align and adjust unit.

Order and obtain parts and supplies as needed.

Maintain a variety of records and lists such as records of work orders, requisitions, equipment checked out and inventory.

Work from sketches, plans, drawings, blueprints and specifications.

Assure compliance with federal, state and local electronic codes and appropriate safety procedures.

Operate a District vehicle to conduct work.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Electronic and electrical theory and practices.

Safety practices and precautions.

Methods, equipment and materials used in the maintenance and repair of audio-visual and electronic equipment.

Proper methods of storing equipment, materials and supplies.

Technical aspects of field of specialty.

Theory of operation for optical, audio and video recording devices.

Record-keeping techniques.

Applicable codes and regulations.

ABILITY TO:

Perform skilled work in the repair, maintenance and installation of a wide variety of audio-visual and electronic equipment.

Analyze and interpret equipment specifications.

- Operate electronic measuring instruments and test equipment.
- Operate hand and power tools in a safe and correct manner.
- Maintain inventory and order supplies and parts.
- Maintain records and lists.
- Work cooperatively and effectively with others.
- Analyze situations accurately and adopt an effective course of action.
- Work from sketches, plans, drawings, blueprints and specifications.
- Lift objects weighing up to 80 pounds using all safe and proper methods and/or equipment.
- Move objects weighing over 80 pounds using all safe and proper methods and/or equipment.
- Work independently with little direction.
- Plan and organize work.
- Train and instruct employees on use of equipment.
- Complete assignments in an efficient and timely manner.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school supplemented by specialized training in a wide variety of electronic equipment repair and four years experience in the maintenance and repair of audio-visual and electronic equipment.

WORKING CONDITIONS:

Shop, school, office, and outdoor environments; subject to lifting and climbing and exposure to high voltage and currents, fumes and chemicals.