

JOB NOTICE

NORWALK-LA MIRADA UNIFIED SCHOOL DISTRICT
12820 Pioneer Boulevard Norwalk, CA 90650-2894 (562)868-0431

Job #97A

September 16, 2019

BUILDING SYSTEMS TECHNICIAN
Salary \$4902.00 - \$5980.00 per month (Range 269)

EXAMPLES OF DUTIES

Install, program, adjust, and/or repair, a variety of school district low voltage systems to district school buildings and other physical structures and equipment; inspects low voltage systems for proper operating capacity; orders materials and parts; coordinates work with site administrators and other maintenance personal; determines methods to be utilized on jobs; performs a wide variety of supervisory tasks and provides vacation and temporary relief as required; and provides support for emergency services after normal operating hours.

MINIMUM QUALIFICATIONS:

License:

C-10 Electrical License desirable.

Knowledge of:

Principles and practices related to the use, maintenance, and repair of electronic low voltage equipment and systems.

Ability to:

Estimate accurately the cost of repair and installation work; read blueprints and sketches, and interpret these to others; maintain accurate activity and expenditure records for maintenance and repair projects; understand and carry out oral and written instructions and communicate with others in a clear manner.

Skills:

Computer technology and methods used in processing/accessing information.

Experience:

Four years of electronic/electrical maintenance in the installation and repair of; fire alarms, clocks, bells, public address systems; and other related electronic equipment.

Education:

Proof of High School Diploma or equivalency with formal education in the electronic/electrical field. Certification must be achieved within one year of employment as a programmer of a District utilized fire alarm system.

WORK YEAR/BENEFITS

This is a **12 month, 8 hour per day position** with the **MAINTENANCE DEPARTMENT**. The hours are **7:00 a.m. – 3:30 p.m.** Person selected will receive full benefits.

APPLICATION PROCEDURE

Please apply via **EdJoin.org** <https://www.edjoin.org/Home/DistrictJobPosting/1231674>. The deadline for submitting an application is **SEPTEMBER 24, 2019 @ 4:00 p.m.** A test may be given.

A.D.A. REQUIREMENTS ON REVERSE SIDE

An Equal Opportunity Employer

BUILDING SYSTEMS TECHNICIAN

A.D.A. REQUIREMENTS

PHYSICAL, MENTAL and ENVIRONMENTAL DEMANDS:

Physical:

The following demands and activities denote occasional, frequent, and continuous postures/movements during essential functions: Traveling from site to site with frequent sitting, standing, reaching, walking, stair climbing, twisting at waist, bending, and the use of both arms and legs. The following demands and activities denote seldom, occasional and frequent lifting or carrying during essential functions: 0 to 40 lbs. and up of supplies/materials, ladder, small hand tools and power equipment, and related materials.

Mental:

Subject to deadlines, frequent interruptions, and urgency of work order coordination with the following demands: Comprehend and following verbal written instructions, maintain the established work pace, respond appropriately to direction, feedback, or criticism, change in the work setting, generate alternatives and interact with staff or the public.

Environmental Demands:

Working in both indoor and outdoor environment the following conditions exist: Subject to exposure to sun and other inclement weather conditions, dust, wetness, slippery surfaces, enclosed work spaces chemicals, oil, toxic substances, occasional irregular hours. As required, must wear protective devices such as gloves and glasses.

The Board of Education of the Norwalk – La Mirada Unified School District is committed to equal opportunity for all individuals in education. District programs, activities, employment, and practices shall be free from discrimination, sexual harassment, harassment, intimidation, and bullying based on race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, pregnancy, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. School and District personnel will take immediate steps to intervene when it is safe to do so and when he or she witnesses an act of discrimination, sexual harassment, harassment, intimidation, or bullying.

Complaints Concerning Discrimination, Sexual Harassment, Harassment, Intimidation, and Bullying: The Governing Board designated the following person(s) as the Title IX Coordinators/Nondiscrimination Compliance Officers:

<p>Title IX Coordinator (Nonstudent Issues): Assistant Superintendent, Human Resources or designee 12820 Pioneer Boulevard Norwalk, CA 90650 (562) 868-0431</p>	<p>Title IX, Title VI, and Title VII Coordinator (Student Issues): Assistant Superintendent, Educational Services or designee 12820 Pioneer Boulevard Norwalk, CA 90650 (562) 868-0431</p>
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