

## SCHOOL DISTRICT OF JACKSON COUNTY

### JOB DESCRIPTION

#### ELECTRONIC TECHNICIAN

##### QUALIFICATIONS:

- (1) High School Diploma or equivalent.
- (2) Associate of Science Degree in Electronic Engineering Technology - or - Electronic equipment repair training in the military and five years successful experience in electronic equipment repair.
- (3) Five years experience in actual repairing of electronic equipment or equivalent training acquired in the military or field experience.
- (4) Valid Florida driver's license.

##### KNOWLEDGE, SKILLS AND ABILITIES:

Considerable knowledge of basic electronic principles. Knowledge and ability of operation maintenance, repair of complex electronic equipment including P.A. systems and installations, cassettes, recorders, P.A. amplifier, TV, TV monitors, VCR, camcorders, intercoms, CATV systems, projector and screens, fire alarms, scoreboards, phone circuits, computers, L.A.N.'s, and master clock systems. Knowledge and ability to diagnose defects of electronic equipment and detect by inspection and testing. Ability to work with wiring diagrams, schematics and sketches. Ability to work with fellow employees and school personnel.

##### REPORTS TO:

Maintenance Foreman

##### JOB GOAL

To provide a gradual learning curve of past and new equipment, continue learning about new technology systems including cable TV, intercoms and general electronic industries. Within one year, the technician should be in complete control of his job performance.

##### SUPERVISES:

N/A

##### PERFORMANCE RESPONSIBILITIES:

- (1) Test and repair various types of electronic equipment.
- (2) Set up public address (P.A.) systems for inside and outside activities.
- (3) Assist in repair or installation of new intercom, fire alarm, TV cables, scoreboards, phone systems, computers.
- (4) Install and maintain hardware for computer networks.
- (5) Disconnect and hook up intercom cables.
- (6) Repair various cables in high areas.
- (7) Make repairs on the wiring connectors, cables and other electronic components.
- (8) Use effective, positive interpersonal communication skills.

**Board Approved May 19, 1998**  
**Amendment Board Approved April 15, 2003**

# E5

## **ELECTRONIC TECHNICIAN (Continued)**

- (9) Perform other incidental tasks consistent with the goals and objectives of this position.
- (10) Other duties assigned by the immediate administrator or supervisor.

## **PHYSICAL REQUIREMENTS:**

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently and/or up to 20 pounds of force as needed to move objects.

## **TERMS OF EMPLOYMENT:**

Approved Unit Compensation plan, pay grade 23-31  
12 months  
8.0 hours per day

## **EVALUATION:**

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.