

**SENIOR ELECTRONICS TECHNICIAN**

**DEFINITION**

To maintain and repair a wide variety of electrical, electronic and electro-mechanical instructional equipment; to instruct, train and supervise student assistants and technical students in the areas of electronic fabrication and troubleshooting; and to design, construct, evaluate and maintain interface units required.

**DISTINGUISHING CHARACTERISTICS**

This classification is for the lead position which, in addition to repairing and maintaining a wide variety of electronic equipment, is required to train and supervise others in the repair and maintenance work required to support instruction in areas, such as the media center, physics, and the electronics departments.

**SUPERVISION RECEIVED AND EXERCISED**

Receives general supervision from the departmental manager.

May exercise technical or functional supervision over student assistants and technicians.

**EXAMPLES OF DUTIES**

Duties may include, but are not limited to, the following:

Train student technicians and staff in the operation and maintenance of equipment.

Ascertain and maintain appropriate levels of repair parts; develop and maintain repair records on each piece of equipment assigned to the department.

Design, operate, troubleshoot and repair a wide variety of equipment, such as power supplies, meters, oscillators, oscilloscopes, A-V equipment, videotape systems (cameras, monitors, records), logic circuit demonstrators, digital analog computers and their peripheral equipment, and various types of component and circuit demonstrators.

Prepare manuals for custom equipment and handouts for laboratory assignments.

Operate machine shop equipment, such as milling machines, lathes, grinders, etc., as well as gas and arc welding equipment in the construction of demonstrators and lab fixtures.

Operate a wide variety of hand and power tools in the repair and construction of laboratory equipment.

Schedule student lab assistants for each semester; provide daily supervision of their efforts; maintain their time records and cards.

Evaluate a wide variety of equipment and make recommendations to the department; place purchase requisitions and maintain/monitor records of capital outlay, replacement, supply, and student help budgets; maintain inventory on equipment and supplies.

(Over)

**EXAMPLES OF DUTIES (CONTINUED)**

May provide backup in absence of Electronics Specialist-Video; troubleshoot and repair videotape records, television cameras and modulators.

Maintain, repair, and align computer terminals, microprocessors and data-lines.

Assist instructors with students on lab assistants; assist with lab demonstrations.

Supervise and train assigned personnel.

Perform related duties as assigned.

Knowledge of:

Electronic theory and practices.

Principles and practices of the discipline to which assigned.

Tools, materials, and equipment used in the repair and maintenance of electronic equipment.

Proper procedures for the operation, repair, overhaul and maintenance of a variety of electronic, electro-mechanical and mechanical equipment and other digital and computer devices, such as power supplies and microcomputer systems.

Safety precautions to be observed in the maintenance of electrical equipment.

Skill to:

Perform skilled work in the design, repair, maintenance and adjustment of all electronic and related equipment within the department.

Use precision tools skillfully and perform exacting work in the repair and overhaul of all electronic equipment.

Maintain simple records of departmental stock and equipment.

Instruct others in the use of departmental equipment.

Follow verbal and written directions.

Train and supervise subordinate personnel.

Communicate effectively and concisely in both oral and written form.

Prepare reports and maintain records.

Establish and maintain effective work relationships with those contacted in the performance of required duties.

Operate all electronic, electro-mechanical and mechanical equipment within the department.

Experience and Training

Any combination of experience and training that would likely provide the required knowledge and skills is qualifying. A typical way to obtain the knowledge and skills would be:

Experience:

Three years of full-time paid experience performing duties comparable to those assigned to an Electronics Technician in the District.

Training:

Equivalent of graduation from a community college or trade school with a major in electronics or a closely related field, supplemented by specialized training in the field to which assigned.