



PERSONNEL COMMISSION

Class Code: 0110
Salary Range: 31 (C2)

ELECTRONICS TECHNICIAN

JOB SUMMARY

Under general supervision, install, repair, test and service electronic equipment, devices, components and circuits; perform related duties as assigned.

EXAMPLES OF DUTIES

The classification specification does not describe all duties performed by all incumbents within the class. This summary provides examples of typical tasks routinely performed in this classification.

- Assemble, install, repair and adjust electronic equipment and devices, such as intercommunication systems, public address systems, closed circuit television systems, master television antenna systems, sound and recording equipment, camcorders, televisions, AM/FM radio receivers and fire and intrusion alarm systems. *E*
- Diagnose and isolate electro/mechanical and electronic malfunctions and repair or replace defective parts or components in the shop or at sites. *E*
- Use equipment and devices to test sound, communication and security alarm systems to determine operation according to specification design and standards. *E*
- Inspect and approve donated equipment and devices to determine usability for the District. *E*
- Rewire and run conduit for upgraded or new systems installed at District sites such as fire and intrusion alarms. *E*
- Design circuitry and program systems operating on a computer network such as menus for user codes or telephone codes. *E*
- Troubleshoot equipment and devices for which no schematics or diagrams exist to determine defective or malfunctioning components; make repair or replacement as needed. *E*
- Estimate and keep records of time and material for work; requisition parts and supplies as needed. *E*
- Keep current of new technological developments and attend training to acquire knowledge of new systems and equipment. *E*
- Operate a District vehicle. *E*

Note: At the end of some of the duty statements there is an italicized E, which identifies essential duties, required of the classification. This is strictly for use in compliance with the Americans with Disabilities Act.

DISTINGUISHING CHARACTERISTICS

An Electronic Technician does field and bench work in the assembly, repair, adjustment and testing of electronic equipment, systems, devices and components.

EMPLOYMENT STANDARDS

Knowledge of:

Principles of electrical and electronic theory, circuitry and semi-conductors.

Principles of computer operating and network systems associated with electronic systems and circuits.

Electrical measuring instruments used in servicing electronic equipment and devices including techniques applied to digital and analog circuits.

Shop math applicable to electronic equipment repair.

Safety regulations and practices relative to repair and maintenance of electronic equipment.

Proper methods, materials, tools, equipment used in the repair and maintenance of electrical/electronics equipment.

Ability to:

Work from blueprints, layouts, schematic diagrams, and manufacturer's instructions.

Use electronic test equipment such as volt meters, signal generators and oscilloscopes.

Maintain simple records.

Use the tools and test equipment of the trade with speed and competence including soldering of small parts and replacement of components.

Acquire and apply technical knowledge from manuals, written materials and fellow workers.

Follow oral and written instructions.

Operate a vehicle observing legal and defensive driving practices.

Establish and maintain effective working relationships with others.

Training:

Graduation from high school and completion of a recognized apprentice training program of four years duration.

OR

Experience:

Four years journey-level installation and repair of electronic equipment and devices.

Any other combination of training and/or experience, which demonstrates that the applicant is likely to possess the required skills, knowledges and abilities, may be considered.

SPECIAL REQUIREMENTS

Valid Class C California Driver's License.

An applicant for this class will be required to obtain, at his/her own expense, and submit his/her motor vehicle driving record at the time of appointment. The record must meet and be maintained at the district's safe driving record standard. Failure to meet this requirement will result in the disqualification and/or rejection of the eligible regardless of any other standing.

Some incumbents in this class may be required to wear protective clothing, gear and equipment as required by law.

WORKING ENVIRONMENT

Outdoors occasionally in inclement weather; indoors in schools and other buildings; attics; dust; tight spaces and under buildings; exposure to high voltage.

PHYSICAL DEMANDS

Lifting up to 50 pounds; bending, crouching and crawling; ascending and descending ladders; dexterity of fingers and hands to operate hand and power tools and test equipment; seeing to observe and perform repairs and distinguish the colors of wires.

AMERICANS WITH DISABILITIES ACT

Persons with certain disabilities may be capable of performing the essential duties of this class with or without reasonable accommodation, depending on the nature of the disability.

APPOINTMENT

In accordance with Education Code Section 45301, an employee appointed to this class must serve a probationary period of six (6) months during which time an employee must demonstrate at least an overall satisfactory performance. Failure to do so shall result in the employee's termination.