

SCHOOL DISTRICT OF PUTNAM COUNTY

JOB DESCRIPTION

ELECTRONICS TECHNICIAN 81045

QUALIFICATIONS:

- (1) High School Diploma or equivalent.
- (2) Prefer technical training in electronics.
- (3) Three years experience in the field (Electronics).
- (4) Valid Florida driver's license.

KNOWLEDGE, SKILLS AND ABILITIES:

Considerable knowledge of basic electronic principles. Knowledge and skill to install, operate and maintain electronic equipment including, computer network, bell systems, camcorder, TV / VCR, Skill to read schematics, diagrams and sketches. Ability to work as a team member. Knowledge of essential tools of the trade.

REPORTS TO:

Director, Maintenance

JOB GOAL

To maintain audio-visual equipment and clock and bell systems throughout the school system.

PERFORMANCE RESPONSIBILITIES:

- * (1) Test and repair all types of electronic equipment used in the District.
- * (2) Make repairs on wiring connectors, cables and other electronic components.
- * (3) Install and maintain all audio-visual equipment.
- * (4) Pick-up equipment needing repair at school and office sites, repair and return.
- (5) Assume responsibility for the installation and maintenance of all clock and bell systems.
- (6) Set up public address systems for outdoor functions.
- (7) Use effective and positive interpersonal communication skills.
- (8) Perform other incidental tasks consistent with the goals and objectives of this position.

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:

Salary and benefits shall be paid consistent with the District's approved compensation plan.
Length of the work year and hours of employment shall be those established by the District.

EVALUATION:

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

Essential Performance Responsibilities

Job Description Supplement Code 8

SALARY LOCATOR: Classified Personnel Salary Schedule