

SENIOR AUDIO VISUAL EQUIPMENT TECHNICIAN

DISTINGUISHING FEATURES OF THE CLASS: This is advanced technical work involving responsibility for the repair, maintenance and operation of a variety of audio-visual equipment. This class differs from that of Audio-Visual Equipment Technician by virtue of its expanded scope, level of responsibility and supervisory responsibilities. Work is performed under the supervision of the Director of Educational Communications. The incumbent has supervisory responsibilities over Audio Visual Equipment Technicians and Audio Visual Equipment Technician Trainees. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES:

Repairs, adjusts, calibrates and cleans audio-visual equipment including the more sophisticated and advanced equipment;
Services television equipment as required;
Responsible for maintenance of a parts inventory, inventory records and preparation of requisition for parts and materials;
Responsible for maintenance of services records on audio-visual equipment;
Responsible for training other audio-visual equipment technicians and for the development of training materials;
Assists the television technicians with installation and maintenance of television systems;
Leads a work crew when working off site;
Schedules work for technical personnel and assists with trouble shooting problems;
Responsible for keeping manuals and parts lists up to date and in good order;
Responsible for maintenance of film inspection machines;
Prepares specifications and quotations for modifications to be made on equipment;
Communicates with school personnel regarding maintenance of audio-visual equipment;
Provides technical training for component school personnel as required;
Constructs tools, jigs and instrumentation as required;
Repairs school science equipment such as microscopes, balance beams and science laboratory equipment;
May service other types of equipment depending on skills and previous experience.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the repair and maintenance of audio-visual equipment;
Thorough knowledge of the principles of electronics and optics and their application to audio-visual repair;
Good knowledge of tools, terminology and safety precautions involved in the repair of audio-visual equipment;
Good knowledge of the theory of sound projectors;
Ability to read and follow schematic diagrams;
Good motor, hand and eye coordination;
Manual dexterity;
Ability to maintain good working relationships with others;
Ability to supervise;
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a high school equivalency diploma and completion of one year of formal training in the repair and maintenance of audio visual equipment or in the field of electronics and:

- A) One year of experience servicing audio visual equipment; or
- B) An equivalent combination of training and experience as indicated above.