

Audio-Visual Technician Tompkins County

Department: Various School Districts Throughout Tompkins County

Classification: Competitive

Approved: 12/01/73

Revised: 2/85; 8/85; 2/93; 7/94; 5/13; 4/17

By: HH, Commissioner of Personnel

MINIMUM QUALIFICATIONS:

- (a) Graduation from a regionally accredited or New York State registered two year college with an associates degree in information technology, electrical engineering, electrical technology or related field **AND** two years of full-time paid (or the equivalent part-time and/or volunteer) experience in the repair of audio-visual equipment; **OR**
- (b) Graduation from high school or possession of a high school equivalency diploma **AND** four years of full-time paid (or the equivalent part-time and/or volunteer) experience in the repair of audio-visual equipment; **OR**
- (c) Any equivalent combination of training and experience equal to or greater than that described in (a) and (b) above.

Tompkins County is Committed to Equity and Inclusion. We encourage those with similar values to apply.

DISTINGUISHING FEATURES OF THE CLASS:

This is technical work involving responsibility for the repair, maintenance and operation of a variety of audio-visual, microcomputer, communications, access control and security equipment. Work is performed under general supervision of the Director of Facilities and/or Director of Information Technology, allowing wide leeway for the exercise of independent technical judgment. The incumbent will perform all related duties as required.

TYPICAL WORK ACTIVITIES:

- Installs, troubleshoots, repairs and rebuilds computer hardware, network hardware, network software, system software and application software for devices that include, but not limited to personal computers, tablets, smartphones, printers, projectors and interactive displays.
- Repairs, adjusts, calibrates and cleans all audio-visual equipment;
- Tunes circuits and corrects mechanical difficulties on audio-visual equipment;
- Installs and maintains communication systems including but not limited to public address, district wide clock systems, and telephone systems;
- Install, troubleshoot and repairs access control and security systems.
- Install, troubleshoot and repairs the districts wireless network system
- Repairs, adjusts and calibrates the districts theatrical sound and lighting system.
- May demonstrate and instruct students and teachers in the use of all of the aforementioned district systems.;
- Provides telephone support for computer and audiovisual problems;
- Keeps records and makes reports as required.

KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

- Good knowledge of the repair and maintenance of television, microcomputer and other audio-visual equipment;
- Good knowledge of the principles of electronics and their application to the repair of equipment and systems;
- Good knowledge of the tools, terminology, and safety precautions involved in the repair of audio-visual, microcomputer and communications equipment;
- Good knowledge of the installation, maintenance, and repair of electrical systems;
- Ability to ascend and descend heights (i.e., climb stairs and ladders, personnel lifts, etc.) and have agility and freedom of movement;
- Good knowledge of the theory of sound projections;
- Possession of sufficient motor skills, manual dexterity and hand/eye coordination (or otherwise demonstrate the ability) to adequately perform the duties of the job;
- Dependability, initiative, resourcefulness, and good judgment are required;

- Willingness to respond to emergencies;
- Possess strong customer service skills.

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