

**DESCRIPTION:** Under immediate to general supervision, performs semi-skilled technical work installing, maintaining, modifying, and repairing electronic equipment and similar devices used by the employing agency or other agencies; performs related work as assigned.

**DISTINGUISHING CHARACTERISTICS:** (A position is assigned to this class based on the scope and level of work performed as outlined below.)

Not available.

**EXAMPLES OF WORK:** (A position may not be assigned all the duties listed, nor do the listed examples include all the duties that may be assigned.)

Installs and maintains various electronic devices such as speed measuring instruments, audio/visual surveillance devices and other recording equipment, portable electronic weigh scales and weigh in motion equipment, cellular and other personal communications devices, and electronic circuitry boards.

Assists skilled electronics technicians in the installation, repair and maintenance of component parts and circuitry of highly technical electronic equipment such as computers, microprocessors, radio base stations, wide-area telephone systems, microwave communication systems and towers, monitoring and surveillance sensor equipment, and audio/video transmitting systems.

Analyzes and diagnoses malfunctions and other problems with in-service electronic equipment using schematic drawings and equipment prints and conducts necessary repairs.

Performs preventative maintenance for electronic equipment to ensure that necessary inspection, adjustment, and replacement of parts are made to prevent malfunctions or safety hazards from occurring.

Confers with immediate supervisors, electronic and other technical co-workers, and end users of the employing agency to discuss electronic equipment installation or modification work and determine appropriate configurations and locations of equipment.

Orders supplies, materials, and equipment to maintain adequate stock levels of commonly used items and to obtain unusual or special purpose items for specific jobs to be performed.

Records time spent, materials used, supplies and equipment purchased, and other necessary information to determine the cost of work performed.

Tests and connects new equipment and modifies to meet system requirements and specialized user needs using digital multi-meters, oscilloscopes, battery testers, and similar instruments.

Tests, repairs, and calibrates testing equipment and specialized electronic or other troubleshooting equipment.

Demonstrates to end users the operations and features of electronic equipment and other hardware; maintains hardware setup and modification records, and circuitry schematic and related drawings; records activities into test and maintenance logs.

M08801 – ELECTRONICS TECHNICIAN (continued) **PROVISIONAL**

Keeps abreast of technological changes and improvements regarding electronic hardware and related software and other equipment, and electronic troubleshooting and operational practices.

Performs physical/manual tasks to prepare work sites/stations for installation and maintenance of electronic equipment using various types of equipment such as small hand tools, fabrication machinery, portable power generators, ditching equipment, concrete saws, and bucket trucks.

**KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:** (These are needed to perform the work assigned.)

Knowledge of: tools, materials, and methods of electronic repair work; principles and theory of electricity; component parts of electronic devices; methods, practices, tools, and equipment used in the installation, maintenance, and repair of electronic equipment; the quality and adaptability of various materials used to complete assigned tasks; the occupational hazards and safety precautions of the electronics repair trade; employing agency policies and procedures pertinent to work assigned.

Ability to: construct and modify equipment for initial installation and specialized functions; use test equipment to locate and repair equipment defects; understand and follow operating manuals and work orders; interpret and work from technical manuals, sketches and blueprints; establish personal work priorities; determine the materials and equipment necessary to install, repair, and maintain electronic equipment; determine appropriate work procedures.

**MINIMUM QUALIFICATIONS:** (Applicants will be screened for possession of these qualifications. Applicants who need accommodation in the selection process should request this in advance.)

Post high school coursework, training, or experience in the installation, maintenance, or repair of radios, electronic devices/instruments, computer equipment, or other similar hardware and circuitry.

**SPECIAL NOTES:**

Working in adverse weather conditions may be required. Must be able to be placed on-call during weather related emergencies

Some positions in this class may require an employee to possess a valid driver's license in order to perform work-related travel.

State agencies are responsible to evaluate each of their positions to determine their individual overtime eligibility status as required by the Fair Labor Standards Act (FLSA).