



OHIO
UNIVERSITY

**Classification and Qualification
Standards**

Electronics Technician 1

ADMINISTRATIVE/TECHNICAL ROLE

Career Series: Communications	Job Code: 11113 Grade: C	Date Established: 8/2001 (Rev. 10/2001)	FLSA Category: NON-EXEMPT
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JOB SUMMARY

Under immediate supervision, the entry level Electronics Technician 1 follows established procedures, resolves routine questions and problems, and refers more complex issues to higher-level technical staff. This classification requires working knowledge of multimedia and electronic test equipment in order to provide technical support, and assist in performing less complex design, set up, maintenance, and repair of multimedia equipment or systems.

PRINCIPAL DUTIES AND RESPONSIBILITIES

1. Assists in the design, set up, maintenance, and repair of multimedia equipment or systems, and related hardware and/or software.
2. Learns to troubleshoot and resolve application, and user problems.
3. Provides technical support of electronic and mechanical equipment.
4. Assists in testing software and hardware control systems.
5. Learns to conduct electrical wiring of equipment.
6. Assists with data networking configuration, preventative maintenance scheduling, and/or technical maintenance inventory reports.
7. Performs other duties as assigned.

Worker Characteristics (knowledge, skills & abilities to perform the job duties)

Knowledge of multimedia equipment; electronic test equipment (e.g., waveform monitors; oscilloscopes; function generators; curve tracers; spectrum analyzers; frequency counters; vector-scopes); computer software (e.g., databases; diagnostic and networking software; Crestron; CresNet 2; Binary download tools); computer hardware systems (e.g., PC systems; networking tools; FETVM; signal generators; drill press; grinder; Crestnet II MS; video touch panel VT-3000; Proxima Pro AV 9310); computer operating systems (e.g., Windows; DOS; Macintosh); analog and digital diagnostic and repair techniques; and basic electricity*. Skill in operation of computer; and peripheral machines (e.g., scanner; printer; modem). Ability to interpret technical material in books, journals, or manuals; learn to troubleshoot multimedia problems; communicate to vendors; and train faculty and staff on multimedia equipment.

(*developed after employment)

Minimum education & experience required (including training, registration & licensure)

Completion of Associates core program in computer/technical related field to include instruction in multimedia equipment, electronic test equipment, computer software, hardware, and operating systems. 9 mos. training or 9 mos. experience in analog and digital diagnostic, repair techniques, and basic electricity.

-Or 18 mos. training or 18 mos. experience in design, set up, maintenance, and repair of multimedia equipment, computer hardware, software and operating systems. 9 mos. training or 9 mos. experience in analog and digital diagnostic and repair techniques, and basic electricity.

- Or equivalent of the education and experience listed above.

This job specification describes the general nature and level of work being performed by people assigned to this classification. Employees may perform some or all of these duties. Examples listed do not preclude the performance of other duties similar in nature or in level of complexity.