

Jurisdictional Class: Competitive; Non-Competitive when Part Time in Schools
Adopted: August 9, 1974
Revised: April 23, 2010

AUDIO VISUAL REPAIR TECHNICIAN

DISTINGUISHING FEATURES OF THE CLASS: This work involves the repair and maintenance of a variety of audio-visual equipment in a school district. The work is performed under the general supervision of an administrative superior in accordance with a planned maintenance program, but leeway is permitted in the exercise of independent judgment in carrying out the details of the work. Supervision may be exercised over the work of clerical subordinates or student helpers. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Oversees, coordinates, and schedules a variety of audio-visual, television, monitor, video tape reproduction repair services for the district;
Tests school sound and film projection and video reproduction equipment for proper functioning with standard audio-visual test instruments;
Inspects, repairs, and maintains a variety of film projection and sound producing equipment such as film, film strip, overhead, opaque and slide projectors, tape or cassette recorders, televisions, monitors, VCR and VCP equipment, and related audio visual equipment;
Orders and maintains continuous inventory of audio-visual repair or replacement parts and equipment;
May assist in selecting and recommending purchase of audio-visual equipment;
Sets up and maintains an audio-visual maintenance workshop and equipment storage area;
Answers service and repair calls to schools in the district;
Operates a variety of audio-visual equipment for school programs and demonstrations including video-taping equipment;
Keeps a variety of records and reports on billing, maintenance and repair activities;
Assists with in-service training on the use of audio-visual equipment.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

Good knowledge of the testing, repair, and maintenance of a variety of school audio-visual equipment;
Good knowledge of the tools, testing equipment, terminology, and safety precautions involved in projection, video and sound equipment maintenance and repair;
Ability to read and interpret schematics and technical service manuals;
Ability to use standard testing equipment (oscilloscope, multimeter, etc.) in troubleshooting and repair;
Ability to readily acquire familiarity with and knowledge of terminology, procedures, and equipment related to school district audio-visual work;
Ability to keep simple records and make reports;
Ability to instruct and inform others in the operation of audio-visual equipment;
Knowledge of proper safety precautions while working in shock-hazard conditions;
Good motor and hand-eye coordination;
Manual dexterity.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma and two (2) years of training and/or experience in the repair and maintenance of sound reproducing and visual recording and projection equipment.

NOTE: Qualifying training and/or experience may be substituted on a year-for-year basis for high school.