

MICROCOMPUTER REPAIR TECHNICIAN

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for performing regularly scheduled routine preventative maintenance and malfunction-generated repairs on, and installation of, computer equipment such as computer terminals, printers, personal computers, and other related peripherals and/or hardware. Equipment is maintained in working condition by performing preventative maintenance and investigations of problems as they develop. When other than routine problems occur, this position will perform the needed major technical repairs individually or in consultation with the Senior Microcomputer Repair Technician. Work is performed on equipment at a main computer center or on field visits in other offices. Work is reviewed and coordinated by the Senior Microcomputer Repair Technician. This position may assist in the scheduling of work and the training of employees at the Microcomputer Technician Trainee level. Does related work as required.

TYPICAL WORK ACTIVITIES:

Uses diagnostics and system tests to determine causes for malfunction in micro-computer systems and peripherals;
Disassembles, repairs and assembles microcomputer systems and printers;
Performs regularly scheduled preventative maintenance on internal and off-site computer equipment including terminals, microcomputers, and related hardware;
Conducts preventative maintenance workshops and provides technical assistance for school personnel;
Maintains a stock of commonly needed repair items and indicates to supervisor when special parts are needed;
Keeps abreast of changes in technology and in the microcomputer field, and maintains a library of service manuals.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the principles and practices of diagnosis, maintenance and repair of microcomputers and related components such as terminals and printers;
Proficient skill in the use of electrical and electro-mechanical tools and testing equipment including digital multi-meter, oscilloscope, logic analyzer and probe;
Good knowledge of electronic, digital and microprocessor theory and applications, and trouble-shooting techniques;
Ability to comprehend service manuals and utilize schematics, sequence charts and technical illustrations for electrical, mechanical, digital and microprocessor circuits;
Ability to communicate clearly and effectively verbally and in writing;
Ability to deal with people in a positive, helpful and

instructional manner.

MINIMUM QUALIFICATIONS:

- A) Completion of 60 semester credit hours from a regionally accredited or NYS registered college or university, including at least 24 semester credit hours in computer science, information technology or closely related field one year of experience repairing microcomputers, printers, and peripherals; OR
- B) Completion of 30 semester credit hours from a regionally accredited or NYS registered college or university, including at least 24 semester credit hours in computer science, information technology or closely related field and 2 years of experience repairing microcomputers, printers, and peripherals.

NOTE: Appropriate level New York State Operator's License required at time of appointment.

A transcript must be submitted.