

## **SENIOR MULTIMEDIA EQUIPMENT REPAIR TECHNICIAN**

**DISTINGUISHING FEATURES OF THE CLASS:** The incumbent in this position is responsible for advanced technical work involving the repair and maintenance of microcomputers, printers and other peripherals, televisions, VCR's, slide projectors, film projectors, document cameras, record players and other related equipment. This position differs from that of Multimedia Equipment Repair Technician by virtue of its expanded duties, level of technical expertise and supervisory responsibilities. The work is performed under the general supervision of the Assistant Director of Educational Service Technology with a wide leeway allowed for the use of independent judgement. Supervision is exercised over the work of the Multimedia Equipment Repair Technicians and Trainees. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Troubleshoots using diagnostic equipment and/or diagnostic software, maintains, repairs, assembles and disassembles various multimedia equipment such as microcomputers, printers and other peripherals, televisions, VCR's, slide projectors, film projectors, document cameras, record players and other related equipment;

Performs preventative maintenance on various multimedia equipment, both on and off-site;

Plans, supervises, trains and assigns the work of the Multimedia Equipment Repair Technicians and/or Trainees;

Coordinates the directory of equipment manuals and parts lists;

Oversees the maintenance of the parts inventory as well as service history records;

Prepares purchase requisitions for replacement parts;

Prepares and maintains other various records and required reports;

Communicates directly with vendors and suppliers regarding equipment and parts while addressing the needs of the customers;

May demonstrate and instruct school personnel in the use of multimedia equipment and conduct preventative maintenance seminars.

May occasionally service other types of equipment depending on skills and previous experience.

## **SENIOR MULTIMEDIA EQUIPMENT REPAIR TECHNICIAN - Contd.**

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Thorough knowledge of the principles and practices of the diagnostics, maintenance and repair of microcomputers, printers and other peripherals, televisions, VCR's, slide projectors, film projectors, document cameras, record players and other related equipment;

Thorough knowledge of the tools, terminology and safety precautions involved in the maintenance repair of multimedia equipment;

Ability to plan, assign and supervise the work of others;

Ability to comprehend service manuals and utilize technical illustrations;

Ability to read and follow schematic diagrams;

Ability to communicate effectively, both orally and in writing

Ability to maintain effective working relationships with others;

Ability to follow written and oral instructions;

Mechanical aptitude;

Physical condition commensurate with the demands of the position.

### **MINIMUM QUALIFICATIONS:**

- A) Graduation from a regionally accredited or New York State registered college or university with an Associate's Degree in electrical engineering technology or related field and two years of experience repairing microcomputers, printers and other peripherals, or televisions, VCR's; OR
- B) Completion of 60 semester credit hours from a regionally accredited or New York State registered college or university, with at least 24 semester credit hours in electronics and two years of experience repairing microcomputers, printers and other peripherals, or televisions, VCR's; OR
- C) Completion of 30 semester credit hours from a regionally accredited or New York State registered college or university, with at least 12 semester credit hours in electronics and three years of experience repairing microcomputers, printers and other peripherals, or televisions, VCR's; OR

**SENIOR MULTIMEDIA EQUIPMENT REPAIR TECHNICIAN - Contd.**

- D) Graduation from high school or possession of an equivalency diploma and possession of a microcomputer repair A+ certification and four years of experience repairing microcomputers, printers and other peripherals, or televisions, VCR's; OR
- E) Graduation from high school or possession of an equivalency diploma and five years of experience repairing microcomputers, printers and other peripherals, or televisions, VCR's; OR
- F) An equivalent combination of training and experience as defined between the limits of A), B), C) and D) above.

SPECIAL REQUIREMENT AT TIME OF APPOINTMENT: Possession of the appropriate level Motor Vehicle Operator's License.

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