

The University of Texas at San Antonio

Job Description

Job Title: Engineering Technician I
Code: 14333
Salary Grade: 54
FLSA Status: Non Exempt
Department/Division: College of Engineering
Reports To: Associate Dean of Engineering

Summary

- **Function:** To provide skills in connection with the operation, maintenance and repair of scientific, computer and mechanical equipment.
- **Scope:** Responsible for assisting with organized projects and maintenance of machinery.

Duties

- **Typical:**
 1. Assists in maintenance and repair of instruments, equipment.
 2. Assists in calibrating equipment.
 3. Ensures laboratory instruments are working and accurate.
 4. Assists with fabrication projects.
 5. Performs other duties as assigned.
- **Periodic:**
 1. Performs special assignments as required.

Education

Required	Preferred
High school diploma or GED.	Technical training in electronics or a related field.

Other Requirements

Required	Preferred
Criminal Background Check (CBC).	N/A

Experience

Required	Preferred
One year of experience in industrial engineering, or mechanical or electrical fabrication.	Two years of similar experience.

Equipment

Required	Preferred
Electronic test equipment, calibrators, lab equipment, personal computer, and tools specific to the maintenance of scientific equipment.	N/A

Working Conditions

Usual	Special
Usual electronic or engineering laboratory environment.	Hazards related to the equipment used, including, but not limited to, electrical currents, intense noise, hazardous materials, restricted movement and poor ventilation.

Supervision

Received	Given
Direct supervision from administrator.	None.

Accuracy

Extreme precautions in maintaining a safe work environment. Proficiency in all phases of the duties performed.
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Security Sensitive

Specific job requirements or physical location of some positions allocated to this classification may render the position security sensitive, and thereby subject to the provisions of section 51.215 Texas Education Code.

Internal Control

Within the scope of position duties, responsible for seeing that operations are effective and efficient, assets are safeguarded, reliable financial data is maintained, and applicable laws, regulations, policies, and procedures are complied with.
