

The University of Texas at San Antonio

Job Description

Job Title: Television and Electronic Control Technician I
Code: 8455
Salary Grade: 56
FLSA Status: Non-Exempt
Department/Division: Distance Learning and Academic Technology
Reports To: Assistant Director of Planning and Engineering

Summary

- Function: To provide skilled technical work in the operation and maintenance of television production, fiber and coax cable transmission, and distribution systems, cameras and recording equipment.
- Scope: Responsible for the operation and maintenance of television equipment.

Duties

- Typical:
 1. Operates, aligns, maintains, and repairs television and audio equipment used in the production and transmission of distance learning and videoconferencing and special programming.
 2. Maintains a schedule of equipment evaluation, maintenance and repair, and accomplishes special repair work as needed.
 3. Employs a variety of specialized testing and troubleshooting equipment, which may include oscilloscopes, multimeters, vectorscopes, waveform monitors, color bar generators, and synchronizing pulse generators.
 4. Assists faculty and staff with audio-visual equipment.
 5. Performs inventory for the department.
 6. Performs other duties as assigned.
- Periodic:
 1. Coordinates projects with vendors and contractors.
 2. Performs inspections of new buildings that require audio and visual equipment.

Education

Required	Preferred
High school graduation or GED with one year of specialized training in television electronics.	N/A

Other Requirements

Required	Preferred
Criminal Background Check (CBC) Valid Driver's License.	N/A

Experience

Required	Preferred
One year of experience in the operation, maintenance and repair of television equipment.	Two years of experience.

Equipment

Required	Preferred
Skilled in the use of various tools and test equipment used in repair and testing of television equipment	N/A

Working Conditions

Usual	Special
Working with electronic equipment requiring necessary caution and safety procedures.	May require alternative work schedules.

Supervision

Received	Given
General supervision from departmental supervisor	None.

Accuracy

Precision in operation and maintenance of television equipment.

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.
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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.
