

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 6367

TITLE: ELECTRONIC EQUIPMENT TECHNICIAN I

GRADE: S-18

DEFINITION:

Under general supervision, performs a variety of trades functions in the installation, testing, maintenance and repair of electronic equipment and systems, such as fire alarm and fire suppression systems, emergency electric power generating systems, audio and video equipment, and other similar electronic equipment and systems; and performs related work as required.

DISTINGUISHING CHARACTERISTICS OF THE CLASS:

The Electronic Equipment Technician I class is distinguished from Electronic Equipment Technician II in that positions assigned to Electronic Equipment Technician I perform the more routine assignments and are expected to be proficient in only one type of system. Electronic Equipment Technician II positions are expected to perform the more unusual and complex work, are expected to be competent in more than one system and may be required to serve as leader and/or instruct less experienced persons.

ILLUSTRATIVE DUTIES:

Inspects and tests fire alarm and fire suppression systems;
Diagnoses and repairs malfunctioning devices and equipment in fire alarm and fire suppression systems;
Inspects, tests and repairs generator units, automatic transfer switches, and associated equipment;
Performs scheduled preventive maintenance on alarm or generator systems;
Maintains knowledge of pertinent local, state, and federal fire and electrical building codes and insurance requirements;
Assists in the inspection, maintenance, and repair of closed-circuit video equipment;
Assists in the installation, service, and repair of audio systems, such as public address systems and voice recorders;
Assists in the installation of two-way radios in County-owned vehicles;
Operates and maintains a County vehicle used in the performance of duties;
Maintains an inventory of parts, supplies and materials, and requisitions replacements as needed;
Records and documents all inspections, tests, and work performed;
Responds to emergency service calls, both during and after regular working hours.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of the electronic and electromechanical principles and processes relevant to the work assigned;
Ability to operate the required power and hand tools and test equipment;
Ability to diagnose problems in electronic equipment and make repairs;
Ability to read and work from equipment manuals, schematics, and drawings;
Ability to participate in the training of new technicians;

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Ability to keep accurate records and to generate accurate reports;

Ability to establish and maintain effective working relationships with peers and customers.

EMPLOYMENT STANDARDS:

Any combination of education, experience, and training equivalent to the following:

High school graduation or a G. E. D. issued by a state department of education; PLUS

Completion of an apprentice-level vocational training program in electronics; AND

One year of experience in the maintenance and repair of the electronic and electromechanical equipment specific to the position.

CERTIFICATES AND LICENSES REQUIRED:

Motor Vehicle Operator's License.

REGRADED: March 6, 2009

REVISED: May 1, 1998

REVISED: July, 1977