

Job Title:	Electronics Technician	Wage/Hour Status:	Hourly
Reports to:	Foreman Electrical Shop	Pay Grade:	407
Dept/School:	Maintenance, Building and Grounds	Date Revised:	April 26, 2019

Primary Purpose

Perform routine preventive and emergency maintenance of various electronic systems under general supervision and in accordance with established priorities.

Qualifications

Education/Certification

High School Diploma/GED

Must possess and maintain valid Texas "C" driver's license

Must be insurable by the District's liability insurance carrier; subject to the EPISD drug and school testing policy and regulation

Special Knowledge/Skills

- Ability to operate power tools, and hand tools
- Ability to recognize and report hazards and apply safe work methods
- Knowledge of various electronic systems

Experience

Five (5) years related experience

Major Responsibilities and Duties

1. Perform routine preventive and emergency maintenance of various master clock systems, intercom systems, scoreboard systems auxiliary equipment and related electronics; install electronic systems or components.
2. Prioritize duties and refer problems that cannot be solved to immediate supervisor.
3. Read and interpret blueprints, schematics, working drawings and specifications.
4. Prepare accurate material lists and performs field layouts.
5. Responsible for District vehicle, vehicle inventory, materials, tools equipment, including making adjustments and using safe operation procedures.
6. Request scheduling of required maintenance and inspections and keeps vehicle, tools, and equipment and work areas clean and orderly.
7. Maintain a daily trip log.
8. Report unsafe conditions to immediate supervisor.
9. Cooperate with fellow co-workers and routinely report necessary information to the immediate supervisor.
10. Make routine decisions under general supervision in accordance with established priorities and policies; refer major decisions to supervisor.
11. Support the goals of the District and the department.
12. Provide services in support of the District and campus needs in accordance with District policy and procedures.
13. Follow established safety procedures and techniques to perform job duties.
14. Participate in professional development activities as required by the District.
15. Maintain a professional code of ethics.
16. Perform other duties as assigned by supervisor.

Supervisory Responsibilities

None

Physical and Mental Job Requirements

Mental Demands/Physical Demands/Environmental Factors

Maintain emotional control under stress. Frequent District-wide travel. Must be able to lift, carry, push and/or pull up to fifty (50) pounds frequently; work under all weather conditions; exposure to extreme temperatures, chemicals and loud noises; be adaptable to work a shift schedule and/or hours than regularly assigned; extended periods of walking, standing, bending, reaching, kneeling, stooping, heavy lifting and carrying. Work outdoor and around moving objects or vehicles; ladders or scaffolding.

Terms of Employment

238 days; hourly rate to be established by the Board of Trustees
Flexible work schedule may include Saturday and Sunday as regular work days.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Approved: _____

Job Title: _____

Date: _____

Approved: _____

Job Title: _____

Date: _____

My supervisor has reviewed this job description with me and has provided me a copy

Employee: _____

Date: _____

The El Paso Independent School District does not discriminate in its educational programs or employment practices on the basis of race, color, age, sex, religion, national origin, marital status, citizenship, military status, disability, genetic information, gender stereotyping and perceived sexuality, or on any other basis prohibited by law. Inquiries concerning the application of Titles VI, VII, IX, and Section 504 may be referred to the District compliance officer, Rosa Ramos at 230-2031; Section 504 inquiries regarding students may be referred to Kelly Ball at 230-2856.

El Distrito Escolar Independiente de El Paso no discrimina en los programas de educación o en prácticas de empleo usando el criterio de raza, color, edad, sexo, religión, origen nacional, estado civil, ciudadanía, estado militar, discapacidad, información genética, estereotipo sexual o sexualidad percibida, u otra práctica prohibida por la ley. Preguntas acerca de la aplicación del título VI, VII o IX, y la Sección 504 pueden ser referidas al oficial del distrito, Rosa Ramos at 230-2031; preguntas sobre 504 tocante a estudiantes pueden ser referidas a Kelly Ball al 230-2856.