



CLASSIFICATION NO. 349  
Revised: 2/80, 4/91, 5/07  
Retitled from: Comm Tech 1  
FLSA: Non-Exempt  
EEO: 3

## **ELECTRONICS TECHNICIAN 1**

### **CLASS CHARACTERISTICS**

Under general supervision, to install, maintain, test and repair various electronic equipment including radio, telephone, intrusion, surveillance, fire alarm systems, and video equipment; and to do other work as required.

### **DISTINGUISHING CHARACTERISTICS**

The Electronics Services Division within the Management Information Systems Department is responsible for the installation, maintenance, testing and repair of electronic equipment used by County departments and other agencies.

The Electronics Technician 1 performs routine maintenance and repair of two-way base stations, mobile and portable radios; telephone wiring, sets, and switching equipment; video and audio equipment; intrusion, surveillance, fire alarm systems; and other electronic equipment.

This classification is distinguished from Electronics Technician 2 which has lead responsibility for technical staff and performs complex repair work; and from the Electronics Services Supervisor which has ongoing supervisory responsibilities, administrative duties, and performs the most complex design and repair work.

### **TYPICAL TASKS**

Duties may include but are not limited to the following:

1. Installs, repairs, and maintains base stations, control stations, mobile relay stations at transmitter sites, and mobile two-way radios in police, fire, and public works vehicles; tests and repairs portable two-way radios, pagers and associated equipment.
2. Installs, tests, and repairs various types of dispatch equipment, such as consoles, control units, alarm systems, recorders, and video equipment; tests and maintains emergency power equipment such as standby batteries and generators.
3. Installs and maintains telephone systems and related equipment including PBXs, key systems, digital, single-line, and cellular telephones.
4. Installs, maintains and repairs a variety of intrusion, surveillance and fire alarm systems.
5. Analyzes intrusion detection and surveillance systems in county buildings and facilities and identified and correct faults in installation.

6. Installs and maintains antennas and antenna systems, including rooftop, pole and tower-mounted antennas.
7. Updates computerized inventory records; responds to requests for information or service on equipment.

### **REQUIRED KNOWLEDGE AND SKILLS**

Working knowledge of: Radio, telephone, intrusion, surveillance, fire alarm systems and electronic theory and repair fundamentals, including solid state, tube and integrated circuits; power generation and electrical circuits; Federal Communications Commission rules and regulations applicable to government communications; modern equipment and technology of intrusion detection, surveillance and fire alarm systems industry; standard practices, methods, tools and materials of the electrical trade; Occupational hazards and safety precautions of the electrical trade; local electrical codes effective in the County.

Skill to: Communicate effectively, both orally and in writing; use tools and test equipment to repair, install and service various types of electronic equipment; install and construct equipment from schematic plans and diagrams; establish and maintain effective working relationships with County employees and the public; operate equipment in accordance with Federal Communications Commission rules and regulations; work independently with a minimum of direct supervision.

### **WORKING CONDITIONS**

Within the Electronics Services Division of Technology Services, duties require frequent to continuous standing, walking, squatting, kneeling, crawling, bending, twisting, climbing, overhead reaching, grasping, fine motor control, accurate color perception, and the ability to lift up to 80 pounds and carry 30 pounds. Duties also involve exposure to electrical hazards, confined spaces, loud noises, vibration, slippery and/or uneven surfaces, working at heights, exhaust fumes and dust, chemicals, and adverse weather conditions including extreme temperatures.

### **MINIMUM QUALIFICATIONS**

Minimum qualifications are used as a guide for establishing the minimum experience, education, licensure, and/or certifications required for employment in the classification. The following minimum qualifications are established for this classification. Additional minimum qualifications and special conditions may apply to a specific position within this classification and will be stated on the job announcement.

**Experience:** A minimum of two (2) years of related experience that would provide the required knowledge and skills to perform the responsibilities of this position.

#### **Licenses/Certifications:**

The following licensure/certifications are required at the time of hire.

- State of Oregon Electrician, Limited Energy Technician License B
- Some positions require possession of the State of Oregon Limited Energy Technician A license.

### **PRE-EMPLOYMENT REQUIREMENTS**

Must successfully pass a criminal history check which may include national or state fingerprint records check.

Employment is contingent upon passing a post-offer physical assessment. Accommodation requests will be reviewed on an individual basis in compliance with State and Federal legislation.

Driving is required for County business on a regular basis or to accomplish work. Incumbents must possess a valid driver's license, and possess and maintain an acceptable driving record throughout the course of employment.

Edited: 6/17