

**CHANDLER UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION**

CLASSIFICATION: CUSTODIAL/MAINTENANCE/SUPPLY
TITLE: CABLE/WIRING/ELECTRONICS TECHNICIAN
CALENDAR: CABLE/WIRING/ELECTRONICS TECHNICIAN
SALARY: GRADE 17

Job Goal Maintain and repair electronics systems at district sites and to improving the ability of the instructional process through installation/improvement of electronic and data communications

Minimum Qualifications:

- High school diploma and AA Degree in Electronic Technology/Electronic Engineering
- Ability to use and interpret user manuals and other documentation
- Ability to organize and use electronic diagnostic equipment
- Ability to demonstrate proficiency with fiber and all other low voltage cabling
- Ability to type at an acceptable rate of speed
- Good human relations and communications skills
- Knowledge of and adheres to all policies, regulations and rules

Core Job Functions:

- Provide general electronic maintenance, including the installation and replacement of metallic and fiber-optic cable and upgrading electronic data transmissions systems
- Maintain and installs security and fire alarm systems
- Work in conjunction with personnel from the Instructional Technology Department
- Maintain and repairs CATV, CCTV and Public Address (PA) systems
- Perform a variety of clerical work including filing, typing, coding, record keeping and preparing reports related to position
- May maintain records of supplies and other materials and inventory records
- Perform related duties as requested
- Perform all duties in a safe and prudent manner as directed

Core Values/Professional Qualities:

- Respond to all internal and external customers, as it relates to position, in a prompt, efficient, friendly and patient manner
- Function effectively as a team member
- Be responsible, reliable and punctual
- Be flexible and adaptable to change
- Positively accept direction
- Establish and maintain courteous, cooperative working relationships with students, staff and parents
- Direct constructive criticism toward improving the district
- Exercise positive problem solving behavior and conflict resolution skills
- Adhere to the dress code appropriate to the site and job
- Share sensitive student and staff information on a need to know basis
- Be a positive role model for students
- Work with a large cross section of people in a professional and non-judgmental manner

Physical Requirements – Office

Positions in this classification typically require: stooping, kneeling, crouching, standing, walking, sitting, finger or manual dexterity, repetitive finger motion, speaking, hearing, seeing (with correction), focusing ability, or other factors applicable for the job. Employees may be subject to travel, odors, dusts, poor ventilation, workspace restrictions, and loud noises. Employees may be required to lift or exert up to 20 pounds of force to move objects occasionally, and up to 10 pounds of force to move objects frequently. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.