

**CHANDLER UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION**

CLASSIFICATION: TECHNICAL
TITLE: FIELD SERVICES TECHNICIAN
CALENDAR: FIELD SERVICES TECHNICIAN
SALARY: [GRADE 15](#)

Job Goal Install, maintain, service and/or repair computer and telephone systems.

Minimum Qualifications

- High school diploma or equivalent plus college level courses in computer technology, personal computers, operating software, basic electronics
- Ability to install, maintain, and repair computer hardware
- Ability to troubleshoot and correct operational problems involved with personal computers
- Ability to analyze difficult and complex operations
- Valid Arizona Driver's license; may need personal vehicle to travel between sites
- Ability to communicate and work effectively with staff and public
- Knowledge of and adheres to all policies, regulations and rules

Core Job Functions

- Serve as a troubleshooter for hardware problems with personal computers and related equipment
- Install and configure personal computer equipment
- Install communications wiring and equipment
- Move, add, and change computer and telephone equipment
- 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.