

## **MEDIA SYSTEMS TECHNICAL ASSISTANT**

### **CLASS SUMMARY**

Under general supervision, repairs, maintains, services and delivers a wide variety of audio-visual and video equipment.

### **REPRESENTATIVE DUTIES**

Repairs and maintains television receivers and monitors and other media equipment; performs other related duties as required; performs equipment deliveries for instructors and staff; performs repairs, maintenance, and modifications to such audio-visual equipment as required; assists in the construction and installation of audio-visual and related electrical systems. Sets up public address systems, video recording systems and other audio-visual and video systems as required; assists in audio and video cassette dubbing; assists in off-air recording.

### **ORGANIZATIONAL RELATIONSHIPS**

This class reports to the Media Systems Manager.

### **DESIRABLE QUALIFICATIONS GUIDE**

#### **Training and Experience**

Any combination of training and experience equivalent to one year of journey level audio-visual and electronic repair experience.

#### **Knowledge and Abilities**

Good Knowledge of: the operation, maintenance, and overhaul of all types of audio-visual equipment and the use of electronic test equipment.

Knowledge of: circuitry and mechanical operation of television, motion picture projectors, radios, tape recorders and players, video cameras, video cassette recorders, overhead projectors, and other types of audio-visual equipment. Must also have a good understanding of record keeping and safety principles and practices.

Ability to: Diagnose defects in electronic equipment and make repairs; maintain simple records; work cooperatively with others; follow oral and written instructions; assist in demonstrating the proper use and operation of audio-visual and related equipment; follow safety practices in electrical work and the use of related tools and equipment.

