GENERAL DESCRIPTION OF CLASS

The purpose of the class is to maintain television production and distribution equipment. The class is responsible for performing preventative maintenance, operating and testing equipment, calibrating and repairing equipment, providing technical support, and ensuring operating safety technical quality of equipment. The class works within a general outline of work to be performed; develops work methods and sequences under general supervision.

TYPICAL TASKS

- Performs preventative maintenance on television production and distribution equipment.
- Operates and tests video and audio equipment.
- Installs, calibrates, and repairs equipment as necessary to keep in operating order.
- Provides technical support to staff for remote production.
- Ensures equipment operating safety and performs quality control activities.
- Leads the production on studio and remote assignments.
- Maintains records of maintenance and repairs.
- Develops equipment specifications and assists in the design of television systems.
- Performs related tasks as necessary such as documenting wiring and layouts.
- Performs other related duties as assigned.

GENERAL STANDARDS

Data Involvement
Gathers, organizes, analyzes, examines, or evaluates data or information and may prescribe action based on such data or information.

Interpersonal/People Involvement
Counsels or instructs others through explanation, demonstration, and supervised practice and makes recommendations based on technical expertise.

Reasoning Requirements
Performs skilled work involving rules/systems but solves problems almost constantly.

Mathematical Requirements
Uses algebra working with such factors as exponents, logarithms, linear and quadratic equations; concepts of analytic geometry, differentiation and integration of algebraic functions; statistics applying such functions as frequency distribution, reliability, validity and correlation techniques.

Language Requirements
Reads technical instructions, procedures manuals, and charts to solve practical problems; composes routine and specialized reports, forms, and business letters; speaks compound sentences using normal grammar and word form.

Mental Requirements
Performs professional level work requiring the application of scientific or engineering methods in the solution of technical problems; applies extensive understanding of operating policies and procedures to solve complex problems; requires continuous, close attention for accurate results and frequent exposure to unusual pressures.

Decisions/Supervisory Control
Guides others, making frequent decisions, affecting the individual, coworkers, and others who depend on the service or product.

EDUCATION, EXPERIENCE AND SPECIAL REQUIREMENTS

Vocational/Educational Requirement
Requires an associate’s degree or any equivalent combination of education and experience in video and audio electronics, telecommunications or a closely related field.

Experience
In addition to satisfying the vocational/education standards, this class requires a minimum of two years of related, full-time equivalent experience.

Special Certifications and Licenses
Requires a valid driver’s license and a driving record that is in compliance with City Driving Standards.
**AMERICANS WITH DISABILITIES ACT (ADA) REQUIREMENTS**
The City of Chesapeake is an Equal Opportunity Employer. ADA requires the City to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

*This is a class specification and not an individual position description. A class specification defines the general character and scope of duties and responsibilities of all positions in a job classification, but is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.*

_Revised 1-11-13_