



University System of Maryland Job Class Specification

TITLE: ELECTRONICS TECHNICIAN I
FLSA: NONEXEMPT
EEO6: H50
IPEDS-SOC: C-173023

JOB CODE: N07ET1
JOB TYPE: SYSTEMWIDE
JOB FAMILY/SERIES: ENG

APPROVED BY:
Chancellor Donald N. Langenberg

EFFECTIVE DATE: 07/01/1996

JOB SUMMARY

Under direct supervision, performs a limited variety of electronic support work applying basic methods, techniques and procedures performed in a fixed or prescribed sequence. This job is typically found in an academic support or research environment.

PRIMARY DUTIES

1. Observes instruments and equipment to detect apparent malfunctions.
2. Observes equipment and instruments and controls such as oscilloscope, volt/OHM meters during tests; makes simple adjustments to equipment being tested and records data.
3. Assists in modifying, repairing, and testing computerized electronic circuits, electronic instruments and other equipment.
4. Assists in building electronic controls and monitoring systems according to specifications; installs parts into existing equipment.
5. Tests, calibrates, adjusts and repairs simple electronic testing instruments to ensure operational readiness of equipment.
6. Performs specified mathematical computations using standard tables and formulae. Plots data or results and draws charts and graphs manually or using a computer.
7. Operates a variety of hand and power tools and specialized equipment such as oscilloscope, audio signal generators and curve tracer.

Note: The intent of this list of primary duties is to provide a representative summary of the major duties and responsibilities of this job. Incumbents perform other related duties assigned. Specific

N07ET1 - SYSTEMWIDE - ELECTRONICS TECHNICIAN I

Page 2

duties and responsibilities may vary based upon departmental needs.

MINIMUM QUALIFICATIONS

EDUCATION: High School Diploma or GED.

EXPERIENCE: Two years in non-professional technical work in electronics or an allied area.

OTHER:

REQUIRED KNOWLEDGE/SKILLS/ABILITIES

Working knowledge of applied arithmetic, geometry and trigonometry. Ability to operate basic electromechanical equipment according to standard safety procedures; to compute simple electronic data; to use personal computers; to work in, on, around, over, and under fixed equipment and machinery; to manipulate heavy equipment, tools, and supplies and/or exert force up to 50 lbs.; to concurrently manipulate multiple controls on machinery and equipment; to work in hazardous or irritating environments, confined spaces and adverse weather or temperature conditions; to wear and work in personal protective equipment; to follow oral and written instructions; to communicate effectively; and read plans, schematics and specifications.

OTHER: Except for qualifications established by law, additional related experience and formal education in which one has gained the knowledge, skills, and abilities required for full performance of the work of the job class may be substituted for the education or experience requirement on a year-for-year basis with 30 college credits being equivalent to one year of experience.

CONDITIONS OF EMPLOYMENT

Candidates selected for employment may be subject to medical inquiries and/or medical examinations to determine their ability to perform the job. Valid Maryland Non-commercial Class C or equivalent driver's license may be required.