



## **JOB DESCRIPTION**

<b>JOB TITLE</b>	AV/Computer Technician
<b>JOB GROUP</b>	CUPE 4222A
<b>LEVEL</b>	D
<b>DEPARTMENT</b>	Organizational Support Services, Information Technology Services
<b>SUPERVISOR</b>	Supervisor, Service Management, Information Technology Services

### **POSITION SUMMARY**

The AV/Computer Technician services, installs, diagnoses, maintains and repairs a wide-range of computers, peripherals, electronics, sound system and audio-visual equipment used in schools and administrative offices throughout the school district.

### **DUTIES AND RESPONSIBILITIES**

- Troubleshoot, repair and configure audio-visual equipment either on-site or at bench.
- Diagnose and repair computers, peripherals, electronics and AV equipment at bench.
- Transfer and set-up specialized audio-visual equipment, including sound and lighting systems.
- Provide technical support on-site or by telephone to assist with troubleshooting, installation or equipment use.
- Provide recommendations to school administrators regarding AV equipment purchases.
- Assist supply management department in evaluating AV equipment.
- Evaluate and repurpose surplus AV equipment.

### **QUALIFICATIONS**

The successful candidate will be a graduate of a recognized two-year post-secondary program in computer technologies, electronics related field or equivalent. CompTIA A+ certified professionals will be considered an asset.

### **EXPERIENCE**

One year of related work experience in computer and AV equipment repair is required.