

IOWA DEPARTMENT OF ADMINISTRATIVE SERVICES ▼

HUMAN RESOURCES ENTERPRISE

ELECTRONICS TECHNICIAN

DEFINITION

Constructs, modifies, and maintains electronic devices such as communications equipment, traffic control equipment, traffic recording equipment, instrumentation, electronic office machines, or biomedical equipment; performs related work as required.

The Work Examples and Competencies listed are for illustrative purposes only and not intended to be the primary basis for position classification decisions.

WORK EXAMPLES

Builds electronic devices or subassemblies according to designs prepared by supervisory personnel and assists in preparing schematic and wiring diagrams.

Diagnoses failures of and repairs various electronic devices such as two-way radio subassemblies, intercommunications systems, electronic office machines, traffic control subassemblies, traffic recording modules, servo systems, and test instruments.

Modifies functions of various devices to conform with specific requirements.

Maintains shop equipment and tools such as voltmeters, signal generators, oscilloscopes, communications monitors, drill presses, bench grinders and various hand tools.

Inspects anesthesia gas delivery systems in order to evaluate equipment performance by disassembling equipment and determining adequacy of instructions, component functioning, and vapor concentration.

Assists in the inventory of shop equipment, supplies and materials as required.

COMPETENCIES REQUIRED

Knowledge of electronic theory, circuits, and components.

Ability to apply troubleshooting logic in diagnosing, isolating, and repairing circuit malfunctions.

Ability to use electronic test equipment, tools and materials.

Ability to read and interpret parts and service manuals.

Ability to maintain neat and accurate repair records.

Displays high standards of ethical conduct. Exhibits honesty and integrity. Refrains from theft-related, dishonest and unethical behavior.

Works and communicates with internal and external clients and customers to meet their needs in a polite, courteous, and cooperative manner. Committed to quality service.

Displays a high level of initiative, effort and commitment towards completing assignments efficiently. Works with minimal supervision. Demonstrates responsible behavior and attention to detail.

Responds appropriately to supervision. Makes an effort to follow policy and cooperate with supervisors.

Aligns behavior with the needs, priorities and goals of the organization.

Encourages and facilitates cooperation, pride, trust and group identity. Fosters commitment and team spirit.

Expresses information to individuals or groups effectively, taking into account the audience and nature of the information. Listens to others and responds appropriately.

EDUCATION, EXPERIENCE, AND SPECIAL REQUIREMENTS

Two years of post high school education with an emphasis in electronics, electronics maintenance, biomedical equipment technology or closely related areas;

OR

an equivalent combination of education and experience substituting one year of electronic repair, maintenance or electronic construction work experience for each year of the required education.

Effective Date: 10/25/85 EkJ