



RIALTO UNIFIED SCHOOL DISTRICT CLASSIFIED

SECURITY ALARM - ELECTRONICS TECHNICIAN

DEFINITION:

Under the direction of an assigned Administrator or Supervisor, organize, perform semi-skilled and skilled work in the installation, maintenance and repair on a variety of electronics, security systems, alarm devices, ; install conduit raceways (above and below ground) to pull wire and make terminations; mount and fasten control panels, door contacts, audio sensors, photo beams, and rooftop motion equipment; affix telephone wiring to connect components; assist with the installation, maintenance and repair of telecommunication, audio-visual equipment, surveillance camera systems and other closed-circuit TV (CCTV) related work; perform other job-related duties as assigned and/or as required.

ESSENTIAL DUTIES:

- Coordinate, organize, and perform semi-skilled and skilled maintenance and repair of fire alarms, security alarms, structured cabling, electronic lock systems, access control systems, scoreboards, marquees, and a variety of other electronic equipment.
- Assist in the planning, scheduling of the installation, maintenance and repair of telecommunications, intercom, radio and security cameras.
- Perform scheduled and routine preventive maintenance of intrusion alarm equipment and security systems; inspect, adjust, clean, calibrate and update firmware programs.
- Install, maintain and repair fire and security alarm systems; troubleshoot and repair wiring, connections, equipment replace defective parts and devices to ensure proper functioning of equipment; install conduits and raceways.
- Calibrate all electronic devices, beams, audio sensors and provide firmware updates to panels and devices.
- Perform upgrades and additions or relocations to alarm/security systems to increase functionality utilization.
- Assist and provide technical support in the installation, troubleshooting, maintenance and repair of equipment such as analog/IP cameras, network switches, servers, PTP/PTMP radio links, MDF, IDF structured and fiber optics cabling for data, telecom and security network systems.
- Install, maintain, and repair various electronic devices such as projectors, speakers, smartboards, interactive monitors and television equipment.
- Utilize a variety of specialized electronic testing equipment, hand and power tools in diagnosing, evaluating, and testing electronic related equipment.
- Align, and calibrate electronic equipment in accordance with manufacturer specifications.
- Replace defective electronic components, parts, and wiring.
- Research, test, and recommend the purchase of fire alarm systems, security alarm systems, electronic and audio-visual equipment.
- Requisition, order, and maintain an adequate inventory of electronic components, security alarms, and fire alarm parts, supplies, and repair materials.
- Maintain and update a technical library of manuals, blueprints, and schematic drawings.
- Train, coordinate and provide work direction to assigned maintenance personnel.

- Assist in conducting in-service training programs relative to the operation of fire alarms, security alarms and electronic equipment.
- Monitor outside vendors to ensure a high standard of performance.
- Drive a vehicle to conduct work.
- Perform other job-related duties as assigned and/or as required.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Methods, procedures, techniques, materials, and equipment utilized in the installation, repair and maintenance of fire alarms, security and surveillance systems, telecommunications equipment, access control systems, data network wiring, fiber optics, electronic and audio-visual equipment.
- District policies, legal mandates, and codes pertaining to the inspection, repair, and maintenance of telecommunications, security alarms, electronic, audio-visual, and other specialized systems.
- Operation of a computer and required software.
- Safe working methods and procedures.

ABILITY TO:

- Install, maintain, and repair various types of electronic, and audio-visual equipment, clocks, fire/security detection and communication systems skillfully.
- Utilize special electronic testing equipment to determine defects and malfunctions.
- Operate lifts, forklifts, and tow trailers.
- Operate a computer and required software.
- Estimate labor and material costs accurately.
- Maintain simple records and to be able to prepare complete and concise reports.
- Understand and carry out oral and written directions.
- Establish and maintain cooperative working relationships.

EDUCATION AND EXPERIENCE:

EDUCATION:

Verification of a High School diploma, a GED certificate, or a higher degree.

EXPERIENCE:

Three years of experience at an apprentice and journeyman level in the installation, maintenance and repair of electronic, fire alarm, security alarm and telecommunication systems. Recent job-related experience within the last five years is required.

LICENSES, CERTIFICATIONS AND OTHER REQUIREMENTS:

- Possession of a valid California Motor Vehicle Operator's license.
- Possession of a valid forklift certificate to be completed within four months of hire.
- Insurability by the District's liability insurance carrier.

PREFERRED QUALIFICATIONS:

Supplemental course work and training in the maintenance and repair of computer, electronic, telecommunication, fire and security detection system and is preferred, but not required.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor and outdoor work environment. Working at heights.

PHYSICAL ELEMENTS:

The physical requirements indicated below are examples of the physical aspects that this position classification must perform in carrying out essential job functions.

- Will frequently exert 50 to 75 pounds to lift, carry, push, pull, or otherwise move objects.
- Will walk or stand for extended periods of time, will occasionally be required to ascend or descend ladders, stairs, and ramps.
- Must possess the ability to hear and perceive the nature of sound.
- Must possess visual acuity and depth perception.
- Must be capable of providing oral information, both in person and over the telephone and other communication devices.
- Must possess the manual dexterity to operate equipment and use hand tools and work with various objects and materials.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

POTENTIAL HAZARDS:

Working around and with machinery having moving parts. Working at heights. May be exposed to hot, cold, wet, humid, or windy conditions caused by weather. Excessive noise. High and low voltage. Crawling, Kneeling, standing for extended periods of time

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