

**Media Systems Electronic Technician
Rancho Santiago Community College District**

Direct Link: <https://www.AcademicKeys.com/r?job=247959>

Downloaded On: Nov. 1, 2024 12:23am

Posted Oct. 31, 2024, set to expire Dec. 13, 2024

Job Title	Media Systems Electronic Technician
Department	Educational Services
Institution	Rancho Santiago Community College District Santa Ana, California
Date Posted	Oct. 31, 2024
Application Deadline	12/13/2024
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Administration - Other
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Job Description

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Media Systems Electronic Technician

Rancho Santiago Community College District

Salary Range: Grade 13: \$32.52

Job Type: Part Time

Job Number: CL24-01017

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Location: Orange, CA

Division: DO Educational Services

Closing: 12/13/2024 5:00 PM Pacific

Job Description

CLASS SUMMARY

Under direction - analyzes, constructs, integrates, installs, repairs, modifies and operates a wide variety of electronic equipment to include audio-visual and multi-media equipment. Trains faculty and staff on equipment use. Performs related duties and responsibilities as required.

REPRESENTATIVE DUTIES

Performs repairs, maintenance and modifications to all audio-visual and multi-media equipment. Sets up and operates public address systems, computers and projectors; troubleshoots problems that can occur in the computer/projector systems in the classroom and other venues. Maintains and services electronic whiteboards and display panels, video servers, A/V electronic switchers, and other analog and digital video broadcasting equipment. Installs software and maintains computers on integrated systems. Determines and tests the compatibility of new equipment with existing inventory. Maintains and repairs overhead projectors, flat or smart televisions, LCD Projectors, TV/DVD combo systems, public address systems, microphones, and speakers; utilizes electronic test equipment and tools in making repairs; determines and orders parts; operates TV analyzers, radio frequency generating and measuring units, and such mechanical equipment as drill press, soldering, and similar equipment; analyzes existing systems to plan for upgrades and modifications or to create requirements for new systems; participates in the design, engineering, construction and installation of audio-visual and related electronic multi-media systems; communicates with instructional personnel and other users to assess problems and propose modifications and to keep them informed of work status; provides guidance and training to the faculty/managers in the use of media systems and applications; maintains or assists in maintaining parts and stock inventory.

ORGANIZATIONAL RELATIONSHIPS

Positions in this class report to the designated manager.

KNOWLEDGE AND ABILITIES

Knowledge of: classroom mediated equipment is required, maintenance, overhaul, and repair of all types of electronic audio-visual equipment, computer based multi-media equipment, and of the related use of electronic repair and test equipment; circuitry and mechanical operation of monitors, waveform, vector scope, video monitors, video projectors, DVD playback and recorder of all formats, digital video

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cameras, and other types of audio-visual equipment; radio and sound theory, television repair principles and techniques; principles of electricity; record keeping, safety principles and practices. Ability to: diagnose defects in electronics equipment and make necessary major or minor repairs; maintain simple records; interpret system schematics and technical service manuals; work cooperatively with others; follow oral and written directions; work under peaks of pressure and interruption; assist in demonstrating proper audio-visual, computer based equipment operation; follow safety practices in electrical work and the use of tools and equipment.

Physical Requirements: Ability to lift 50 pounds.

Job Qualifications

MINIMUM QUALIFICATIONS

Training and Experience

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Any combination of training and experience equivalent to five years of skilled, audio-visual, computer based multimedia equipment repair at the component level.

ABOUT RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Rancho Santiago Community College District (RSCCD) is one of the most established districts in the state and has been in operation for nearly 50 years. Located in the heart of Orange County, it is one of the largest of California's 72 community college districts, based on the number of credit and non-credit students. RSCCD encompasses 25 percent of Orange County's total area and serves a population of more than 700,000 residents in the communities of Anaheim Hills, Orange, Santa Ana, Villa Park, and portions of Anaheim, Costa Mesa, Irvine, Fountain Valley, Garden Grove, Tustin, and Yorba Linda. The District includes Santiago Canyon College and Santa Ana College, as well as the Centennial and Orange Continuing Education Centers, the Digital Media Center, Joint Powers Fire Training Center, the Orange County Sheriff's Regional Training Academy, the College and Workforce Preparation Center, and the District Operations Center. RSCCD's three (3) auxiliary Foundations are actively involved in supporting both community and campus programs.

EEO STATEMENT

The Rancho Santiago Community College District (RSCCD) is committed to the concept and principles of staff diversity and equal employment opportunity by prohibiting discrimination based on ethnic group identification, national origin, religion, age, sex, race, color, ancestry, sexual orientation, physical or mental disability, gender identity, medical condition (cancer-related or genetic characteristics), marital status, citizenship, or service in the uniformed services, or on the basis of these perceived characteristics or based on association with a person or group with one or more of these actual or perceived characteristics. Applications from all persons interested in the position are encouraged.

SELECTION CRITERIA

Application Screening

Job announcements will include screening criteria to be used during screening and interviews. This may include, but is not limited to:

- Education experience (breadth and depth)
- Work experience (breadth and depth)
- Demonstrated ability to work cooperatively with others
- Bilingual ability (if needed)
- Demonstrated experience and sensitivity to diversity, equity, and inclusion.
- Professional growth activities
- Specialized skills training

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- Leadership skills
- Written and/or oral communication skills
- Presentation
- Problem Solving.

Based on the information presented in the application materials, a limited number of candidates with qualifications most pertinent to the position will be invited to participate in the selection process, which may include a written test and an oral interview. Meeting the position's minimum requirements does not guarantee advancement in the selection process. Candidate qualifications will be assessed to determine those who meet and exceed requirements and are deemed the most competitive in the applicant pool.

Interview

Applicants selected for an interview may be required to take additional tests or assessments and will be notified of such prior to the date of the interview. During the oral session, those selected for interviews will, in addition to the above, also be evaluated on the following factors:

- Oral communication skills
- Presentation
- Problem-solving skills

A predetermined set of questions will be asked of all applicants interviewed. Applicants are requested to provide thorough yet concise information on their related experience to ensure the correct evaluation of their qualifications. Evaluation criteria will be applied consistently to all applicants.

Application Procedures

To ensure full consideration, all applicants must submit a complete Rancho Santiago Community College District online application that includes the items listed below by the position's closing date. Recruitment will review all applications for completeness, and only complete application packets will be forwarded to the screening committee for further review.

A Complete Application Packet Must Include the Following:

1. RSCCD Online Application
2. Resume - details all relevant education, training, and other work experience

Disability Accommodations Individuals who require reasonable accommodations in the Application or

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Interviewing Process in accordance with ADA should notify the Recruitment Office in the Human Resources Division at least two days prior to the closing date, by calling (714) 480-7455.

Conditions of Employment The selected candidate is required to complete the following before employment as part of the onboarding process:

1. Present original documents for proof of eligibility to work in the United States.
2. Provide a certificate of Tuberculosis Exam.
3. Fingerprints (by a Live Scan Agency at the candidate's expense, and clearance must be received before the first day of employment)

To apply, please visit <https://www.schooljobs.com/careers/rsccd/jobs/4663332/media-systems-electronic-technician>

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

Educational Services
Rancho Santiago Community College District