

SAN DIEGO CITY SCHOOLS

POSITION DESCRIPTION

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|--------------------|---------------------------------|------------------------|---------------------|
| TITLE: | Emergency Power Unit Technician | REPORTS TO: | Assigned Supervisor |
| DEPARTMENT: | Maintenance | CLASSIFICATION: | Classified |
| FLSA: | Non-Exempt | SALARY GRADE: | 047 OSS |
| REVISED: | April 2, 2003 | | |

BASIC FUNCTION:

Inspect, diagnose, maintain, and repair emergency power unit systems located at schools and sites throughout the district.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principal job elements.)

E = Essential Functions

Perform skilled electronic inspection, testing, troubleshooting, preventive maintenance, repair and rebuilding of the electronic, electrical, and other components within the district's emergency power systems. **E**

Repair, replace, and rebuild parts and components such as inverters, charger chassis, low voltage lockout systems, drivers, circuit boards, resistors, capacitors, rectifiers, and transformers. **E**

Adjust voltage and currents. **E**

Test emergency generators and run units to assure batteries discharge. **E**

Inspect batteries, remove corrosion, replace water, use charger booster, fill new batteries with acid, and install new batteries. **E**

Remove and dispose of old batteries. **E**

Maintain battery supply and spare parts for the units. **E**

Locate and purchase difficult to find parts. **E**

Prepare schedule of site visits and responds to emergency repair needs. **E**

Perform related duties as assigned.

MINIMUM QUALIFICATIONS:

EDUCATION AND EXPERIENCE:

Any combination of training, experience, and/or education equivalent to technical or vocational training in electronics and four years of recent, full-time, paid electronic or electrical repair experience.

LICENSES AND OTHER REQUIREMENTS:

Possession of a valid California driver's license.
Possession of hand tools common to the trade.
Personality and character suitable for working in schools.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Methods used in electronic repair work.
Technical aspects of field of specialty.
Correct English usage, grammar, spelling, punctuation, and vocabulary.
Reading and writing English communication skills.

ABILITY TO:

Use materials, tools, meters, and test equipment.
Establish priorities and work under limited supervision.
Establish and maintain effective working relationships with others.
Plan and organize work.
Meet schedules and time lines.
Maintain records.
Read, apply, and explain rules, regulations, policies, and procedures.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor, outdoor setting.

PHYSICAL REQUIREMENTS:

Strength and energy sufficient to maintain a rigorous work schedule involving driving and/or continuous, physical exertion; hearing and speaking to exchange information; seeing to perform assigned duties; standing for extended periods of time; dexterity of hands and fingers to operate a tools and equipment; kneeling, bending at the waist, and reaching overhead, above the shoulders and horizontally, to retrieve and store supplies; lifting heavy objects.

Revised 3.18.04

Job Code 8065

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