## Position Description

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<th>Position Description</th>
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<td><strong>JOB ID:</strong> 5903</td>
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<td><strong>Position Number:</strong> 02004281</td>
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<td><strong>UC Path Position #:</strong> 40266001</td>
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<td><strong>Dept:</strong> IET COMMUNICATIONS RESOURCES - 061420</td>
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<tr>
<td><strong>Position:</strong> Principal Audio-Visual Media Technician</td>
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<tr>
<td><strong>Approved Payroll Title Code:</strong> 8291</td>
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<td><strong>Approved Payroll Title:</strong> PRINCIPAL TELEVISION TECHNICIAN</td>
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<tr>
<td><strong>Approved MSP Salary Grade:</strong></td>
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<td><strong>Approved PSS Salary Grade:</strong> 0</td>
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### POSITION DETAILS

**Job Summary:** Under general supervision, provide lead technical expertise in the support, design, research and installation of campus digital multimedia systems and related equipment. Troubleshoot, maintain, and repair these systems. Provide instructional support to department shared and sponsored classrooms, meeting spaces, and lecture halls throughout campus.

**Campus Job Scope:**

The mission of Information and Educational Technology (IET) is to create and support an information technology environment that enhances the ability of the UC Davis community to teach, do research and provide public service. In support of the University's mission, IET will deliver an infrastructure of technological services appropriate to the requirements of the campus community.

**Department Specific Job Scope:**

This position is located within the Enterprise Infrastructure Services. EIS creates, deploys, and manages business, academic, and infrastructure systems. EIS has a team of technology subject matter experts who advise the campus about the appropriate application of technology to solve business problems. As a member of the Network Services and Engineering team, this position will facilitate unique customer requests for digital multimedia systems. Work with EIS operational units to establish procedures and practices to integrate new services.

**Positions Supervised:** NA

**Essential Responsibilities:**

45% DEPARTMENTAL CONFERENCE ROOM SPACE/SHARED CLASSROOM

Serve as lead technical expert for multimedia systems installations, testing & debugging to complete fully operational digital multimedia support systems. Independently install multimedia cables, troubleshoot, repair & maintain digital data projection & multimedia systems installed in campus shared departmental classrooms, lecture halls, & meeting spaces. Maintain equipment such as digital data projector, laser projector, digital smart panels, Extron/Crestron touch panel & AV control systems, audio amplifiers,

Conduct routine inspections of department shared classrooms, lecture halls & meeting spaces determining the correct operating parameters maintenance of installed equipment. Develop equipment & materials lists to support & maintain Audio-Visual equipment & systems.

Maintain records & advise relevant persons, including management of resource needs, updates and other actions taken.

35% EQUIPMENT INSTALLATION PROJECTS
Lead technical expert for new multimedia system installation testing & debugging for digital multimedia support systems.

Independently performs all technician duties & coordination with applicable vendors, departments, co-workers & outside agencies to complete projects & AV service order request

Independently research, design, develop, adapt, modify, diagram, document, fabricate, install, & upgrade a wide variety of campus digital multimedia equipment including complex digital smart panels, computer/data projection systems & sound reinforcement systems in accordance with industry & campus standards.

Oversee technical preventative maintenance & repair activities required in maintaining existing digital multimedia support systems.

Develop project planning & bid estimates to present to management & stakeholders

Serve as lead for other technicians performing assembly & installation of complex electronic equipment & systems.

Modify or fabricate items to ensure equipment is installed properly & fully operational.

Prepare technical drawings & designs to be included in estimates & proposals for installations.

10% MISCELLANEOUS SUPPORT
Perform miscellaneous technical support functions. Maintain hand tools & specialized equipment, including test equipment & computers. Provide updates for cable distribution drawings & floor plans for all installations & remodels. Complete recharge documentation for services performed, communicate unusual or problem areas to supervisor. Cross-train & perform other technical jobs in plant operations to provide continuity of service. Uses PC to research vendor information & request for quote/proposal.

10% TRAINING & SUPPORT
Provide training instruction to faculty, lecturers, & departmental staff & student employees on the usage of department shared classroom installed high-tech digital multimedia systems, components & equipment.

Participate in outreach programs to the campus community about the effective usage of classroom & conference room presentation system.

Physical Demands:

Accurate color vision and ability to see extremely close or far objects clearly.

Work with small prints and schematics.

Lift equipment weighing up to 50 lbs.

Work in confined spaces and on ladders.

Operate in elevated or confined areas: roof tops, attics, basements, HVAC spaces, laboratories, controlled spaces.

Work Environment:

Valid CA driver's license required.
Position will participate in the Department of Motor Vehicles (DMV) Pull Notice System.

Position may, at times, require employee to work with or be in areas where hazardous materials and/or infectious diseases are present.

This position is subject to Medical Surveillance procedures and review in accordance with Federal and State Laws and Regulations and University Policy.

May work in noisy environments generated from computer equipment, telephone conversations and nearby construction areas.

Work occasional overtime.

Work occasional weekends and holidays.

Required to maintain certification in the AHERA Asbestos/Lead Abatement Program.

Vacation restricted during peak business periods.

UC Davis is a smoke and tobacco free campus effective January 1, 2014. Smoking, the use of smokeless tobacco products, and the use of unregulated nicotine products (e-cigarettes) will be strictly prohibited on any UC Davis owned or leased property, indoors and outdoors, including parking lots and residential space.

Background Check:
Yes

**QUALIFICATIONS**

**Minimum Qualifications:**

Experience with data projection systems, computer systems, audio systems, switching and control systems, and associated multimedia equipment.

Knowledge of electronic theory, practical system designs, analog and digital circuitry.

Experience fabricating, installing and assembling enclosures, AV/Network equipment racks, electrical mounting devices and associated hardware.

Skills to assess multimedia system needs and create complete design plans incorporating a variety of data and electronic equipment into a usable technological system solution.

Experience in performing design, installation, control system programming and troubleshooting activities on complex digital multi-media equipment systems.

Skills to design drawings and schematics of systems being installed as well as work with and interpret existing blueprints and Audio-Visual schematics.

**Preferred Qualifications for Selection:**

Knowledge with all related measurement test equipment and waveform analysis equipment including spectrum analyzer, oscilloscopes, Digital Volt Meter, frequency counters, distortion analyzers, network cable and system certification test equipment.

Knowledge of what media and distribution equipment is available, their capabilities, cost effectiveness and compatibility with other campus systems.

Skills to assign and delegate work to others and monitor through completion by providing direction and guidance as needed.
Experience assessing quality of work and communicating findings to management.

Problem solving and critical thinking skills to diagnose a problem and determine steps necessary to produce an effective solution.

Communication skills to discuss technical and non-technical information with varying audiences.

Skills to use computers for record keeping, making schematics and drawings, email, and meeting maker.

Working knowledge of electronic, electrical, mechanical and installation safety standards.

Organizational and analytical skills.

**Expectations**

- Read and follow the UC Davis Principles of Community.
- Strong customer service orientation.
- Demonstrate commitment and support of the UC Davis Principles of Community.
- Maintain competency in a rapidly advancing industry.
- Apply basic organizational skills and self-motivation necessary to maintain and/or upgrade personal knowledge and skills regarding assigned functions and tasks.
- Work effectively with constant interruptions; ability to work simultaneously on several projects independently and to use good judgment in determining priorities.
- Accountability for the safekeeping of resources in the employee's care and custody and for following and implementing the cyber-safety guidelines.
- Establish priorities, organize tasks, and direct effective implementation of tasks in a demanding work environment.
- Learn and apply new technology and willingness to develop skills to promote professional growth.
- Routinely stay in communication with technical staff at other organizations to stay abreast of computing developments and resources available over the network.
- Demonstrate excellent communication (oral, written, presentation, documentation) and interpersonal skills, using tact and diplomacy for interactions with clients and vendors.
- Attend conferences, classes, and exhibits, maintain involvement in professional groups and associations, subscriptions to and readership of professional literature, and other sources of learning will all be referenced in evaluating the incumbents initiative in this area.
- Independently follow projects through to successful completion with a high degree of quality.