

Title: Electronic Systems Install Technician Intern/Temporary

Reports To: Project Manager

Class: Full-Time (M-F: 7 a.m. - 4 p.m.)

Type: Hourly \$12.00-14.00

Revised: 5/24/2010

Primary Role:

Responsible for providing wire pulling, assembly, installation, and service/repair support to customers.

Responsibilities:

1. Perform assembly, installation and repair of equipment, materials and systems as directed by Project manager.
2. Learn to read and understand assigned project documentation and work orders.
3. Inform Project Manager of any problems and concerns with assigned projects
4. Responsible for reporting daily time and activity to the Project Manager.
5. Maintain a professional image and build good customer relationships
6. Actively participate in personal and professional development and maintain knowledge of current and new technologies that the company offers
7. Comply with company policies, as well as health and safety issues
8. Promotes a team environment
9. Other duties as required or assigned

The Goal is to become exposed to and ask questions about the following:

AUDIO

1. Mixing Consoles – learn basic understanding and navigation of analog consoles. (Phantom power, gain, level faders, bussing, monitors, line and mic level inputs)
2. Microphones – dynamic and condenser (basic knowledge – which need +48V)
3. Soldering –become proficient in terminating connectors, plates and related solder connections
4. Connector types – knowledge of crimp, solder, captive screw and compression styles for audio, video and lighting connections
5. Wire – learn the difference of Audio, Video, Data, Lighting and Control types. Become proficient in reading wire pull lists, pulling wire and setting up for pulls including labeling, using snakes, fish rods, pull string, wire lube, wire pulling grips, mice with a vacuum, etc.
6. Basic rack building – racking equipment using rack screws, security screws and/or data racks screws and clips. Separation of wire types and power distribution, proper use of zip ties and strain relief.

VIDEO

1. Video displays and projector formats and resolutions. (4:3, 16:9, 16:10 and basic understanding of resolutions and what native resolution means)
2. Basic operation of video switchers and terminology (inputs, outputs, control)
3. Basic computer operation PC and Mac (navigation and changing the output resolution)

OTHER

1. Basic understanding of how to use hand tools, ladders, lifts, labelers, multi-meter, tone generator, and PPE.
2. Be able bodied and can lift up to 50 pounds, work at heights up to 40 ft., is familiar with area and can follow driving directions. (mapquest)

3. Continuing Education – research and obtain information on position specific training opportunities.
4. Time Tracking – responsible for accurate tracking on time sheets, service/installation tickets and inventory items. (wire and various parts)
5. Blueprints – become responsible for reading and interpreting wiring diagrams, blueprints and related legends

Accountability:

The Electronic Systems Technician Intern will be accountable to the Project Manager. Secondary accountability will be to the other management team members, employees and customers of the company.

Qualifications:

The Electronic Systems Technician Intern shall possess: a two-year electronics degree or equivalent combination of education and a working knowledge of communications systems is required.

Travel:

Up to 50% out of town travel required.

Other:

This job description does not list all the duties of the job. You may be asked by supervisors or management to perform other instructions and duties. You will be evaluated in part based upon your performance of the tasks listed in this job description.

Management has the right to revise this description at any time. The job description is not a contract for employment, and either you or the employer may terminate employment at any time, for any reason as outlined in the employee manual or other written agreement.