

ANNOUNCEMENT OF EMPLOYMENT OPPORTUNITY

De Anza College

Video Systems Technician

Job #07-193

Closing Date: 06/08/07

The Foothill-De Anza Community College District is currently accepting applications for **Video Systems Technician, De Anza College.**

DUTIES AND RESPONSIBILITIES OF THE POSITION INCLUDE:

Under the direction of the Supervisor, Technology Resources Group, perform engineering support services for the successful implementation of analog and digital video/audio systems, personal computers, data network equipment, remote control systems and advanced instructional technology. Perform maintenance and repair of instructional video/audio technical equipment. Communicate with administrators, deans, faculty, staff, students and other service groups to identify instructional technology support requirements. Perform additions and upgrades to the instructional technology systems to accommodate changing campus requirements. Identify vendors and order parts. Send equipment to outside contractors for repairs. Troubleshoot and perform various computer and peripheral repair duties including diagnosing system failures and isolating faulty parts; repair or replace parts. Utilize Computer Aided Design (CAD) software to document equipment and cabling requirements. Document projects utilizing databases, spreadsheets and word processor applications. Train and provide work direction to personnel. Assist in identifying and assigning jobs. Operate and troubleshoot a variety of equipment including computers, Ethernet network devices, printers, oscilloscopes, volt/ohm multi-meters, various hand tools, video switchers, audio boards, and video/audio routing systems. Prepare and maintain a variety of records and reports related to activities. Work with outside consultants and installation vendors. Coordinate with technical services supervisors in maintaining the equipment. Perform related duties as assigned.

MINIMUM QUALIFICATIONS:

1. Understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.
2. Any combination equivalent to an Associate's degree.
3. Three years related experience in a related field (computer/electronic service and repair, audiovisual equipment repair, and systems support).

PREFERRED QUALIFICATIONS:

1. Experience in broadcast engineering, remote production, and /or lighting and sound for live theater or broadcast.
2. Experience with hands on repair and maintenance of broadcast, theater, or other professional video/audio systems.
3. Experience supporting video/audio technologies at an institute of higher education.

In addition, successful candidates will demonstrate the following:

1. Knowledge of broadcast television analog and digital video systems including terminology, procedures and operations.
2. Knowledge of LCD, DLP and Plasma large flat screen display and projections systems.
3. Knowledge of methods and procedures of operating electronic computers and peripheral equipment.
4. Knowledge of diagnostic techniques, procedures, equipment and tools used in electronics and computer repair.
5. Knowledge of cable television distribution systems.
6. Knowledge of data network systems and operations.
7. Knowledge of IR and RS232C remote control systems.
8. Knowledge of video conferencing systems.
9. Knowledge of satellite antenna systems.
10. Knowledge of fiber-optic transmission systems.
11. Knowledge of video surveillance systems.
12. Knowledge of digital audio/video communications on an ATM and IP based computer network.
13. Knowledge of computer hardware, software and network systems and operations.
14. Knowledge of the technology requirements for instructional labs and classrooms.
15. Knowledge of the principles of training and providing work direction.
16. Knowledge of record keeping techniques.
17. Ability to use interpersonal skills with tact, patience and courtesy.
18. Ability to design and implement audio/video systems required for delivery of instructional content.
19. Ability to operate broadcast television and satellite antenna equipment including audio/video recorders, character generator, cameras, video editing equipment and satellite control and receivers.
20. Ability to perform maintenance and repair of video analog and digital equipment.
21. Ability to create documentation for broadcast and instructional systems.
22. Ability to train and provide work direction to others.
23. Ability to provide computer hardware and software support.
24. Ability to communicate effectively both orally and in writing.
25. Ability to maintain current knowledge of technological advances in the field.
26. Ability to maintain records and prepare reports.

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APPLICATION MATERIALS:

1. A District application to be completed at www.fhdajobs.net (a paper application is available by visiting www.fhda.edu or by contacting Employment Services).
2. Resume of all work experience, formal education and training.
3. Cover letter addressing your qualifications for the position of Video Systems Technician.
4. A separate document that provides information which demonstrates your understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.

Incomplete application packets will not be forwarded to the search committee for review.

Application materials become the property of the District and will not be returned.

CONDITIONS OF EMPLOYMENT

Salary: \$4,783.27 per month plus benefits; level N-55

Position: Full-time, Permanent, 12 months per year

Starting date: As soon as possible upon completion of the search process.

Excellent benefits package which includes full cost medical coverage for employee and eligible dependents, dental, vision care, employee assistance program, long-term disability, retirement benefits and basic life insurance.

For information on our benefits package that includes fully paid medical for employees and dependents, visit our web site:
<http://hr.fhda.edu/benefits>

Persons with disabilities who require reasonable accommodation to complete the employment process must notify Employment Services no later than the closing date of the announcement.

The successful applicant will be required to provide proof of authorization to work in the U.S.

All interviewing costs incurred by applicant are the responsibility of the applicant.

For more information about our application process contact:
Employment Services
Foothill-De Anza Community College District
12345 El Monte Road
Los Altos Hills, California 94022
(650) 949-6217
Email: employment@fhda.edu
<http://www.fhda.edu>