



JOB TITLE	DEPARTMENT	REPORTS TO
Security Camera Systems Technician	ITS	Telecom and Network Manager

<b>Position No:</b> 65033	<b>Length of Work Year:</b> 12 Months
<b>Salary Schedule:</b> CWN	<b>Date Approved:</b> 2/12/13
<b>FSLA:</b> Non-exempt	<b>Date Revised:</b> 3/27/18

MINIMUM QUALIFICATIONS
<ol style="list-style-type: none"> <li>1. Accredited High School Diploma or GED.</li> <li>2. Valid Florida Driver's License.</li> <li>3. State Low Voltage License and /or BASA and FASA certification.</li> <li>4. A minimum of 10 years successful experience in the installation and service of Closed Circuit Television (CCTV) systems.</li> <li>5. Experience in construction is desired.</li> <li>6. Must be familiar with types of CCTV Equipment used by the district, and computer literate.</li> <li>7. Ability to perform the functions of the position.</li> </ol>
DUTIES AND RESPONSIBILITIES
<ol style="list-style-type: none"> <li>1. To assist the planning, implementation and evaluation of the district's new construction and renovation activities as related to CCTV systems.</li> <li>2. To maintain, update and repair close circuit camera systems.</li> <li>3. To assist in the compilation of research information for bid preparation.</li> <li>4. To maintain, repair, install and service the districts closed circuit camera systems.</li> <li>5. To assist in the review and analysis of bids.</li> <li>6. To assist the scheduling of construction and renovation projects.</li> <li>7. To assist the process of cost estimating for construction projects.</li> <li>8. To work with the selection of architectural/engineering firms and outside contractors for designing and construction work and coordinate the design and construction of projects.</li> <li>9. To assist and monitor construction/renovation projects undertaken by district personnel.</li> <li>10. To assist or perform inspections and reports on all construction/renovation projects and when applicable, inspects for compliance with state codes from project design through all phases of construction and prepares required code compliance reports, as directed.</li> <li>11. To direct and inspect improvement and renovation work performed by outside contractors and verify that terms of all such contracts have been fulfilled before recommending final payment.</li> <li>12. To prepare required reports and maintain appropriate records.</li> <li>13. To perform assigned tasks in a timely and efficient manner.</li> <li>14. To perform assigned tasks with a high standard of quality.</li> <li>15. To perform other duties as assigned by the supervisor.</li> </ol>
PHYSICAL DEMAND CLASS:
<p>Medium Heavy (MH) - Frequent lifting and carrying of objects weighing 35 pounds or less; Infrequent lifting and carrying of objects weighing 35-70 pounds; Continuous walking and/or standing is required to carry out duties; Infrequent walking at fast pace and/or running may be required.</p>