HILLSBOROUGH COUNTY SHERIFF'S OFFICE
CHAD CHRONISTER, SHERIFF

Electronics Technician III

Job Code: W4784
Pay Grade: WN
Pay Scale: $28.08-$43.08 Hourly; $58,406.40-$89,606.40 Annually
Exempt: No

OVERVIEW

Perform technical and administrative work in the installation, maintenance, troubleshooting, and repair of diversified electronic equipment.

DUTIES & RESPONSIBILITIES

Duties may vary based on assignment.

- Install, modify, calibrate, test, maintain, troubleshoot, and repair, at the component level, diversified electronic equipment and associated subassemblies utilized in operations (e.g. voice and data communications, air quality monitoring, water/wastewater plant and pumping station controlling, traffic signal control, television and video monitoring, Federal Aviation Administration (FAA) navigation aids, etc.) to ensure their good physical condition and operation.
- Survey sites and monitor equipment operation to ensure compliance with regulatory agencies' standards and specifications.
- Schedule assignments, supervise, train, and provide technical guidance to assigned technicians on systems design and operation, troubleshooting techniques, safety, and standards and specifications set by regulatory agencies.
- Order parts and services and maintain inventory.
- Modify testing equipment as needed and set up equipment for special uses or emergencies.
- Log and record calibrations, readings, and other repair and maintenance data and prepare required reports.
- Write standard operating procedures for new equipment testing, calibration, maintenance, and operational processes.
- Perform other related duties as required.

KNOWLEDGE & ABILITIES

- Working knowledge of the applicable laws and regulations governing licensing and use of equipment.
- Working knowledge of electronics technology.
- Working knowledge of the function and operation of electronic controlling, measuring, recording, transmitting, testing, and diagnostic equipment.
- Ability to detect, analyze, and repair malfunctions on electronic equipment.
- Ability to read and understand electronic diagrams and schematics.
- Ability to prioritize work.
- Ability to work effectively with others.
- Ability to plan, organize, and evaluate data to develop logical conclusions.

SKILLS

- Electronic Equipment Repair

- Technical Training
- Electrical Systems
- Technical Reporting
- Electrical Schematics
- Radio Programming
- Electrical Equipment Installation
- Quality Control (QC)
- Electrical Control System
- Leadership
- Wiring
- Diagnostic Equipment
- Equipment Testing
- Troubleshooting
- Data Logging

WORKING CONDITIONS

- Work at various buildings and facilities within a law enforcement agency, including inmate-populated areas.
- May work outdoors in a subtropical climate in potential adverse weather conditions.
- Stand or sit at a workstation for prolonged periods, walk long distances, and ascend/descend ladders as needed.
- May engage in very heavy physical exertion (e.g., lifting, carrying, pushing and/or pulling objects and materials up to 100 pounds).
- May travel to various work sites using a Sheriff's Office-issued vehicle (e.g., car, full-size van, full-size pickup truck, golf cart) to perform essential duties.
- May work non-standard hours including nights, weekends, and holidays.
- In the event of an emergency or disaster, may be required to respond promptly to duties and responsibilities as assigned by management chain, Division/District Commander, or the Sheriff (or their designee). Such assignments may be for before, during or after the emergency/disaster.

MINIMUM EDUCATION & EXPERIENCE

- A high school diploma or possession of a GED certificate.
- Three years of experience in the installation, maintenance, and repair of electronic equipment.

OR

- A high school diploma or possession of a GED certificate.
- Successful completion of a training program, of at least one year in length, in an electronics technology field from an accredited institution of higher education.
- Two years of experience in the installation, maintenance, and repair of electronic equipment.

OR

- An associate's or higher degree from an accredited institution of higher education with a major in an electronics technology field.
- Two years of experience in the installation, maintenance, and repair of electronic equipment.

REQUIRED PRE-EMPLOYMENT TESTING

- Completion of pre-employment testing.

ADDITIONAL JOB REQUIREMENTS

- Attendance at the specified Sheriff's Office work location is required.
- Depending on assignment, employees may be required to possess a valid Florida Driver License at time of employment. Driving history will be thoroughly reviewed and may be

grounds for disqualification.

- No visible tattoos on face, head, and neck. Tattoos determined to take away from the professional appearance of the Sheriff's Office must be covered with an appropriate white, black, or neutral covering.
- No illegal drug sale within lifetime.
- No illegal drug use within the past 36 months. No marijuana use within the last 12 months.
- No felony convictions within lifetime.
- No misdemeanor convictions involving perjury, false statement, or domestic violence within lifetime.
- No dishonorable discharge from any branch of the United States Armed Forces, the United States Coast Guard, National Guard, or Reserve Forces.
- Successful completion of a background investigation including criminal, reference, employment, and neighborhood checks; polygraph; medical evaluation; and drug screening.
- Live within Hillsborough County or within Citrus, Hardee, Hernando, Lake, Manatee, Pasco, Pinellas, Polk, Sarasota, or Sumter County as long as the residence is located within the 60-mile parameter of Falkenburg Road Jail at the time of appointment/employment (certified only).

The duties and responsibilities on this job description represent the essential functions that an employee must be able to satisfactorily perform with or without reasonable accommodations. Reasonable accommodations shall be made upon request to enable employees with disabilities to perform the essential functions of their job, absent undue agency hardship. The Sheriff's Office retains the right to change or assign other duties to this job as necessary.