



Security Alarm Technician

Terms of Employment: 12-months

Exemption Status: Non-Exempt

Salary: \$41,787 - \$77,175

NATURE OF WORK

An individual in this class performs skilled installation, repair and maintenance of all security-related equipment as well as technical support for all security-related systems (video cameras, fire/security/PA systems). Employee provides technical support to users including, but not limited to, technical advice on equipment setup and operation, general troubleshooting, and software installation. Employee typically works in a centralized microcomputer environment and inside school and office buildings; however, positions may be located in other environments. Employee reads and interprets schematics, wiring diagrams, and repair manuals to provide required installation and technical support.

EDUCATION, QUALIFICATIONS AND WORK EXPERIENCE

- Graduation from a two-year college or technical school with coursework in electronics and computers, and one year experience; or an equivalent combination of training and experience.
- Basic knowledge of electronic principles and fundamentals of physics as applied in electronics.
- General knowledge of computers and related security devices.
- General knowledge of electronics devices.
- Familiarity with the operation and uses of standard test equipment.
- Basic knowledge of mathematical principles as applied in electronic circuit analysis.
- Ability to systematically troubleshoot standard electronics devices.
- Ability to communicate effectively with users.
- Knowledge of networking equipment and technologies including cabling, TCP/IP protocols, wireless protocols, routing methods, switches, WAP's, and routers.
- Theory and principles of electronics, video, and telecommunications systems and circuits.
- Must possess and maintain valid (Maryland) Driver's License, and maintain insurability.

ESSENTIAL JOB FUNCTIONS

- Installs, repairs, maintains, and upgrades security-related equipment (video cameras, fire/security/PA systems)
- Reads and interprets schematics, wiring diagrams, and manuals.
- Operates standard and specialized electronics devices in testing and troubleshooting computer and other security-related equipment.
- Maintains an inventory of electronics components needed to make timely repairs.
- Uses a work-order tracking system for routine repair and maintenance of equipment.

DUTIES AND RESPONSIBILITIES

- Investigates alarms that are reported by the automatic alarm reporting system and makes recommendations for correcting recurring problems.
- Cooperates in the investigation of security alarm and vandalism reports and submits written findings as requested to the Assistant Maintenance Foreman.
- Installs and maintains the alarm systems in first class operating condition.
- Assists in the development of new security equipment and measures and makes recommendations necessary to improve the system.
- This position is responsible for the above duties and responsibilities and others related to this position as determined by the Assistant Maintenance Foreman.
- Troubleshoots and identifies defective/malfunctioning components and repairs, replaces as necessary.

ENVIRONMENTAL FACTORS & PHYSICAL REQUIREMENTS: The environmental factors and/or physical requirements of this position include the following: While performing the duties of this job, the employee is required to have ordinary ambulatory skills sufficient to visit other locations; and the ability to stand, walk, stoop, kneel, crouch, and manipulate (lift, carry, move) light to medium weights of 10-50 pounds. Requires good hand-eye coordination, arm, hand and finger dexterity, including ability to grasp, and visual acuity to use a keyboard. The employee frequently is required to sit, reach with hands and arms, talk and hear.