The University of Texas at San Antonio

Job Description

Job Title:	Senior Audio-Visual Network Engineer
Code:	17537
Salary Grade:	61
FLSA Status:	Non-Exempt
Department/Division:	OIT – Learning Technologies
Reports To:	Director of Learning Technologies

Summary

- Function: To provide advanced level skilled technical assistance in the operation, installation, maintenance and repair of audio and video interfaces, equipment and audio visual network support. To perform supervisory and oversight support during projects or in the absence of the AV Network Engineering Services Manager.

- Scope: Responsible for the operation, installation and maintenance of audio, video, video conferencing, electronic and computing equipment in support of audiovisual and videoconference facilities.

Duties

- Typical:
  1. Ensures efficient and effective day-to-day technical operations of audiovisual and videoconferencing production equipment. Provide operational instruction and Tier 2 support for the Learning Support Specialists.
  2. Performs proper installation and commissioning of AV systems to include, but not limited to displays/projectors, speakers, amplifiers, conferencing equipment, microphones, AV switches/matrixes, control systems and the termination of cabling and connections in classrooms, conferences rooms, laboratories and other University areas.
  3. Operates, maintains, and performs minor repairs on audiovisual equipment, videoconferencing equipment, video networking equipment, computer hardware and software used in video conferencing, audio equipment, video monitors and other audio video equipment
  4. Provides the operation and maintenance of the video conferencing recorders and media library server.
  5. Responds to emergency equipment outages in classrooms, labs, conference rooms and other AV equipped spaces throughout the University
  6. Design and build control configurations/code and GUI interfaces in use with the AV systems in all classrooms and supported University spaces.

7. Researches and evaluates new technologies and makes purchase recommendations.
8. Provide recommendations on ways to improve functionality and ease of use for AV equipment and control systems
9. Train end-user staff on the use and operation of installed AV systems
10. Work with faculty and staff to improve functionality and ease of use for AV equipment and control systems
11. Assist in the design and development of training curriculum for departmental staff.
12. Maintains adequate supply of support materials such as cables, connectors, lamps, and other related support equipment.
13. Plans for budgetary requests for department including wages, tools, and replacement of equipment.
14. Develops procedures and guidelines for day-to-day departmental operations.
15. Serves as the backup for the operation and maintenance and secondary contact for the server based enterprise AV management system
16. Perform other duties as assigned.

- Periodic:
  1. Provides supervisory and operational support during new construction projects requiring audio-visual and instructional technology equipment in the absence of the AV Network Engineering Services Manager.
  2. Monitors equipment performance and inventory; suggest new equipment purchases; maintains up-to-date knowledge of equipment and technical advances
  3. Assists in the design and coordination with other departments to successfully install new and improved instructional technology systems
  4. Coordination of repairs and onsite maintenance with third party vendors or service providers.

Education

Required	Preferred
Bachelor's degree from an accredited institution.	N/A
Technical training/experience may be substituted on a year to year basis.	

Other Requirements

Required	Preferred
Criminal Background Check (CBC).	N/A

Experience

Required	Preferred

Six years of technical and management experience with audiovisual equipment installations, audiovisual equipment, video conferencing equipment and enterprise AV management systems.	Two years of supervisory experience of AV installations and support personnel
Certified Technology Specialist (CTS)	InfoComm – Certified Technology Specialist-Installation (CTS-I) or Certified Technology Specialist-Design (CTS-D)
Extron Control Professional (ECP)	

Equipment

Required	Possible
Operational understanding of various audio-visual and video conferencing equipment.	N/A
Personal computers and typical office equipment	

Working Conditions

Usual	Special
Frequent work in lecterns, racks and above ceilings	Occasional non-standard work hours required.
Exposure to electrical currents associated with audio visual equipment	Construction sites
Frequent work on ladders.	Underneath buildings and in manholes
Ability to lift and move 75lbs	
Ability to crouch, stoop, kneel and crawl. Be in a standing position for extended periods of time.	

Supervision

Received	Given
Direct supervision received from the Manager, Audio/Visual Network Engineering Services.	Direct supervision of subordinate Audio/Visual Network Engineers and other assigned departmental personnel

Accuracy

Proficiency in all phases of the duties performed.

Security Sensitive

Specific job requirements or physical location of some positions allocated to this classification may render the position security sensitive, and thereby subject to the provisions of section 51.215 Texas Education Code.

Within the scope of position duties, responsible for seeing that operations are effective and efficient, assets are safeguarded, reliable financial data is maintained, and applicable laws, regulations, policies, and procedures are complied with.