

MASTER SPECIFICATION

JOB INFORMATION

Date:	8/10/2017 10:59:52 AM
Official Title:	Electronics Engineer Master
System Affiliation:	
Employee Category:	
Pay Grade:	Pay Grade 5
Scheduled Hours	
Job Code:	324205
Job Family:	Facil/Engineer/Work Contr

JOB SUMMARY

The Electronics Engineer designs, develops and test institutional components, devices, systems or equipment that use electricity as part of their source of power.

NATURE OF WORK

The Electronics Engineer is responsible for researching, developing, designing, manufacturing, maintaining and improving various electronic devices, components, equipment and systems for institutional facilities. Job responsibilities require a working knowledge of control systems, analog and discrete systems, system grounding techniques, communications, electro-mechanical and electro-optical systems. Work is performed under limited supervision, working from established policies, objectives, and standards. Problems faced in this position are varied, complex and often non-recurring, which may require novel and creative approaches to resolution. . Decisions are limited to the application of standardized or accepted practices and errors could result in some costs, inconveniences, and disruption of services within the affected area.

Distinguishing Characteristics

Examples of Duties

Essential Functions

Directs repair efforts on failed or malfunctioning systems. Troubleshoots to determine cause of fault and provides guidance to mitigate future faults.

Performs systems analysis; collects frequency and time domain control systems data, as well as analyzes data to determine stability of systems.

Develops detailed electronic circuit design(s), including simulation and design verification testing of the new design(s).

Creates designs which involve electronic control of the electrical, optical and thermal performance of lighting systems.

Prepares and presents electronic designs to other members of the design team and project stakeholders at design reviews.

Documents design work and prepares reports, ensuring design files and information are kept up to date and stored in accordance with institutional procedures.

Performs other job related duties as assigned.

Performs other functions as required or assigned. Also complies with all Policies and Standards.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education

Education Level	Field of Study	Req	Pref	And/Or
Bachelor's degree	Electronic Engineering or a related field	X		

Additional Experience

[Check here if experience may substitute for some of the above education and describe how.](#)

X

Work Experience

<i>Experience</i>	<i>Experience Details</i>	<i>Req</i>	<i>Pref</i>	
2 year +	Electronic engineering design experience within a relevant industry.	X		