Electronic Security Systems Specialist

Job Code 50023622

General Description
Provide maintenance and support of technology and related equipment.

Examples of Duties
Read and comprehend regulations, directions and job-related information.
Install, modify, and maintain campus video system hardware.
Install and maintain various operating systems for workstations and server platforms.
Identify or troubleshoot maintenance type problems.
Utilize electronic test equipment, hand tools, and network and IP equipment.
Install, modify, and maintain campus access control system hardware.
Maintain and repair the door access system.
As job requires will work evenings, nights and weekends.
As job requires will work outdoors in various types of elements.
Perform other duties as assigned.

Knowledge, Skills, and Abilities
Knowledge of: University policies and procedures; faculty and staff rules and regulations; electric theory and safety procedures; basic mechanical concepts.

Skill in: Preparing clear, concise, and grammatically correct reports; establishing rapport with faculty and staff; coordinating meetings with Texas State Faculty and students.

Ability to: Read and interpret manuals and understand university policy and procedures; perform basic math; delegate responsibilities to others; prioritize own workload and readjust as needed; must be able to work independently or in a group.

Educational Experience
To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge, skills, and abilities.

Other Requirements