



Audio Visual Systems Engineer

J O B D E S C R I P T I O N

JOB INFORMATION	
<i>Job Title:</i>	Audio Visual Systems Engineer
<i>Auburn Title:</i>	Audio Visual Systems Engineer
<i>Job Code:</i>	MA61
<i>FLSA Classification:</i>	Exempt
<i>Salary Grade:</i>	IT06 \$49,100 - \$83,500
<i>Organizational use restricted to the following divisions:</i>	
JOB FAMILY AND FUNCTION	
<i>Job Family:</i>	Information Technology
<i>Job Function:</i>	Audio Video Academic & Administration Support
<i>Family Description</i>	
<p>This job family manages or performs work associated with analysis, design, implementation, operation, deployment, and support of the organization's information technology resources (including computer hardware, operating systems, communications, software applications, data processing and security), telecommunication systems, and software/database products by internal staff, outsourcing staff, or consultants. Activities include developing information technology strategies, policies and plans; maintenance and use of information technology resources; training and supporting technology users; telecommunications network planning, operations and site acquisition; programming software/database products for sale to external customers; developing PC, online, and mobile games; and internet product management & operations.</p>	
<i>Function Description</i>	
<p>Responsible for the administration of diverse audio visual systems. Activities include assessing audio visual technology trends and issues and defining technical solutions to meet University needs.</p>	
JOB SUMMARY	
<p>Under general supervision, assesses audio visual technology trends and issues and defines technical solutions to meet University audio visual technology needs. Performs work that is usually routine and intermittently complex in nature, seeking assistance when guidelines are inadequate or significant deviations are proposed, and solves unanticipated problems independently. Ensures the stability, integrity, and efficient operation of the audio visual systems that support University functions.</p>	
KEY RESPONSIBILITIES	
	<i>% TIME</i>
<ul style="list-style-type: none"> Collaborates with functional counterparts to design and develop audio visual configurations and integrated systems. Documents and deploys systems and their integration points. Creates test plans and performs system testing. 	15%
<ul style="list-style-type: none"> Performs and coordinates the administration and maintenance of University audio visual systems according to University and industry standards. Implements, troubleshoots, and recommends configuration changes to systems and applications to identify, correct, and prevent operational problems. 	15%
<ul style="list-style-type: none"> Designs and develops audio visual applications and systems. 	10%
<ul style="list-style-type: none"> Acts as project manager overseeing all aspects of installation, integration, and testing of audio visual systems. 	10%
<ul style="list-style-type: none"> Maintains, coordinates and recommends changes to established backup and disaster recovery processes and procedures. 	10%

<ul style="list-style-type: none"> Creates, evaluates, and recommends plans for the implementation of new technology deployments, system installations, and system integration testing. 	10%
<ul style="list-style-type: none"> Collaborates with stakeholders to identify audio visual needs and implement improvements. Provides ongoing technical assistance to customers regarding systems and applications. Makes recommendations to stakeholders to increase efficiencies in systems. 	10%
<ul style="list-style-type: none"> May provide on-call support for designated systems and services. 	10%
<ul style="list-style-type: none"> Performs other related duties as assigned by the supervisor. 	10%

The above key responsibilities are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position and the percent of time spent on each duty varies based on department needs.

MINIMUM QUALIFICATIONS

To perform this job successfully, an individual must be able to perform the minimum requirements listed below. The requirements listed below are representative of the skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the key responsibilities.

Minimum Education and Experience					
Education Level	Field of Study		Years of Experience	Area of Experience	
Bachelor's Degree	No specific discipline. Degree in IT or related field preferred.	And	3	Experience in advanced audio visual systems, infrastructure, operating systems, and applications to include relevant state-of-the-art technology, equipment, and systems.	Or
Associate's Degree	No specific discipline. Degree in IT or related field preferred.	And	7	Experience in advanced audio visual systems, infrastructure, operating systems, and applications to include relevant state-of-the-art technology, equipment, and systems.	Or
High School/GED	General Education	And	11	Experience in advanced audio visual systems, infrastructure, operating systems, and applications to include relevant state-of-the-art technology, equipment, and systems.	

Minimum Skills and Abilities		
Description	Proficiency	
Understanding of audio visual systems, infrastructure, operating systems, and applications.	Intermediate	
Knowledge of relevant state-of-the-art technology, equipment, and systems.	Intermediate	
Knowledge of audio/video, lighting control, security , and access control.	Intermediate	
Excellent communication skills both written and verbal.	Intermediate	

Minimum Technology		
Technology	Technology Details	
Strong technical aptitude and computer skills.		And
Proficiency with professional computer systems and office applications.		

Minimum Licenses and Certifications			
<i>Licenses/Certifications</i>	<i>Licenses/Certification Details</i>	<i>Time Frame</i>	
None Required.			

Approved 11/8/2019

Date: