

# Security Systems Support Technician

## Position Details

Class Code: 1496

Job Family: Police Services

Classification: Support Professional

Terms of Employment: [Pay Grade 58 on the Support Professional Salary Schedule](#)

FLSA STATUS: NON-EXEMPT

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## Position Summary

Under general supervision, troubleshoots, repairs, and maintains security systems, (intrusion alarms, access controls, security cameras, central station monitoring, and other security-related systems/equipment).

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## Essential Duties and Responsibilities

This list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Troubleshoots, repairs, and maintains security-related equipment including, but not limited to: intrusion alarms, access controls, security cameras, central station monitoring, and other security-related systems.
2. Uses electronic- and microprocessor-based test equipment to troubleshoot, repair, and maintain security-related systems.
3. Tests and inspects security-related equipment for safety.
4. Responsible for programming security-related equipment in the field and coordinating programming efforts with other department staff.
5. Aligns and adjusts security-related equipment according to manufacturer specifications.
6. Initiates requests for equipment and shop supplies as required.

7. Evaluates and recommends security-related equipment to ensure compliance with specifications.
  8. Communicates with Clark County School District (CCSD) staff, contractors, and vendors regarding security-related equipment warranties.
  9. Provides instruction or training for school and/or department staff on the proper operation and care of security-related equipment.
  10. Fabricates parts and tools to affect repairs as required.
  11. Responsible for the safe handling and disposal of hazardous materials.
  12. Conforms to safety standards as prescribed.
  13. Performs other tasks related to the position as assigned.
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## **Distinguishing Characteristics**

Involves technical work in troubleshooting, repairing, and maintaining security systems (intrusion alarms, access controls, security cameras, central station monitoring, and other security-related systems).

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## **Knowledge, Skills, and Abilities (Position Expectations)**

1. Knowledge of security electronics trade practices and procedures regarding troubleshooting, repair, maintenance, and field programming of security-related equipment.
2. Ability to operate hand/power tools and test equipment.
3. Ability to learn and apply work and operating procedures.
4. Ability to meet predetermined deadlines.
5. Ability to work independently without direct supervision.
6. Ability to read and interpret written and oral verbal instructions.
7. Ability to plan and organize work.
8. Ability to distinguish color-coded wires.
9. Ability to read and create schematics, diagrams, wiring diagrams, blueprints, and logic diagrams.
10. Ability to safely move and relocate heavy objects.
11. Ability to provide in-service training on security-related equipment.
12. Ability to judge when to act independently and when to refer situations to a supervisor.
13. Ability to work flexible hours/shifts.
14. Ability to work in confined areas.

15. Ability to withstand heights and perform work safely.
  16. Ability to work cooperatively with employees, vendors, and the public.
  17. Ability to recognize and report hazards and apply safe work methods.
  18. Possess physical and mental stamina commensurate with the responsibilities of the position.
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## **Position Requirements**

### **Education, Training, and Experience**

1. High school graduation or other equivalent, (General Educational Development (GED), foreign equivalency, etc.).
2. Four (4) years of experience in the installation, repair, and maintenance of electronic equipment and/or supporting physical infrastructure; or, Two (2) years of formal training (trade school or coursework equivalent to an associate degree in electronics), and two (2) years of experience in the installation, repair, and maintenance of electronic equipment and/or supporting physical infrastructure.

### **Licenses and Certifications**

1. A valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada. License must be maintained for the duration of the assignment.
2. Current driving history (dated within six (6) months from the date printed) issued by the Department of Motor Vehicles (DMV) at the time of application or Qualified Selection Pool (QSP) placement and at the time of interview prior to final selection.
3. Safe driving record. Safe driving record must be maintained for the duration of the assignment.

### **Conditions of Employment**

Successful completion of an extensive background check/investigation is required.

### **Preferred Qualifications**

None specified.

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## **Document(s) Required at Time of Application**

1. High school transcript or other equivalent (GED, foreign equivalency, etc.).

2. College transcript(s) from an accredited college, university, or trade school, if applicable.
  3. Copy of a valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada.
  4. Copy of current driving history (dated within six (6) months from the date printed) issued by the DMV.
  5. Safe driving record.
  6. Specific documented evidence of training and experience to satisfy qualifications.
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## **Examples of Assigned Work Areas**

CCSD facilities – department offices and schools (classrooms, computer labs, gymnasiums, ball fields, cafeterias, theaters, etc.).

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## **Work Environment**

### **Strength**

Medium/heavy - exert force of 50-100 lbs., occasionally; 25-50 lbs., frequently; or 10-25 lbs., constantly.

### **Physical Demand**

Frequent stooping, kneeling, crouching, reaching, handling, repetitive fine motor activities, and feeling. Occasional talking, hearing, climbing, and balancing. Hearing and speech to communicate in person, via video conference and computers, or over the telephone. Mobility to work in a typical office setting and use standard office equipment. Stamina to remain seated and maintain concentration for an extended period of time. Vision: frequent near and far acuity, depth perception, focal length change, and color vision. Vision to read printed and online materials, Video Display Terminal (VDT) screens, or other monitoring devices.

### **Environmental Conditions**

Varies from a climate-controlled office setting to work outdoors with temperatures ranging from mild/moderate to extreme cold/heat. Exposure to noise levels ranging from moderate to loud for occasional to frequent time periods. Frequent exposure to high voltage and electrical shock hazards.

## **Hazards**

Furniture, playground/office equipment, communicable diseases, chemicals and fumes (as related to specific assignment), and power/hand-operated equipment and machinery (as related to specific assignment).

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## **Examples of Equipment/Supplies Used to Perform Tasks**

Lifts, volt/ohm meters, microwave leak detector, high voltage probe, amp meter, logic probes, oscilloscopes, frequency counters, radio frequency (RF) and audio signal generators, ladders, soldering station, electric drills, screwdrivers, nut drivers, pliers, wire cutters, isolation transformers, etc.

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## **AA/EOE Statement**

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School District, we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity, we have the power to reflect the community we serve.

## **Job Revision Information**

- Revised: 05/02/24
- Created: 02/19/10