

**METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA
CLASSIFICATION DESCRIPTION**

Classification Title:	ELECTRONIC TECHNICIAN SUPERVISOR
Bargaining Unit:	03- Supervisors Association
Class Code: <u> 168 </u> Grade: <u> 55 </u> EEOC Category: <u> 1 </u> Overtime Exempt: <u> Y </u>	
Physical Class:	3-Moderate
Typical Career Path:	Electronic Technician Supervisor / Electronic Technician II / Electronic Technician I
Division(s):	Various
Reports to:	Various supervisory levels

JOB SUMMARY

A supervisory position responsible for the direction of electronic technicians, communication technicians and other personnel, or a highly specialized position requiring particular technical knowledge of digital electronics, logic circuits, or electronic control systems. Work requires considerable independent judgment.

ESSENTIAL FUNCTIONS--*Essential and other important responsibilities and duties may include, but are not limited to, the following:*

1. Performs the more difficult phase of maintenance, installation or troubleshooting of electronic equipment and digital control systems; determines procedures; assigns, directs, and supervises the work of subordinate technicians.
2. Evaluates personnel and makes recommendations for promotions and disciplinary action.
3. Acts as technical advisor; supervises field installations and testing of electronic control systems; performs specialized instrumentation of electronic control systems for conformity with plans and specifications
4. Determines that logic, timing, and buffering functions are performed in complex digital systems, including control, monitoring, data acquisition, and communications equipment, as required by design criteria or specifications.
5. Makes studies, estimates, reports, or directs field activities in connection with installation maintenance and operation of control system or instrumentation projects. Maintains records, reports, and establishes work schedules.

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6. Supervises or participate in diagnostic procedures utilizing specific equipment or specialized diagnostic software to trace problems of electronic components.
7. May supervise personnel in other related craft functions.
8. Performs other related duties as required.

MINIMUM QUALIFICATIONS

Education and Experience:

Successful completion of 60 semester units from an accredited college, trade school, or military school in electronics and digital logic, and 6 years progressively responsible electronic experience; or Three years' experience at the level of Electronic Technician II.

LICENSES/CERTIFICATION REQUIRED

A valid California drivers license, Class C or higher.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- General supervisory concepts and techniques
- Project management
- Digital electronics, logic circuits, or electronic control systems
- Communication equipment

Skill and ability to:

- Supervise, organize and review the work of lower level staff.
- Supervise projects
- Establish and maintain effective working relationships