



Electronic Technician II

DEFINITION

This is specialized Police environment technical support work involved in intelligence gathering and surveillance activities with the use of sophisticated electronic equipment. Incumbents within this class are responsible for the selection, acquisition, installation and deployment, operation, maintenance, modification and repair of a wide range of electronic equipment and devices used to acquire information and evidence. Equipment used ranged from audio, digital, video, radio, electro-mechanical, optical, photographic and related technologies.

Incumbents are required to install electronic surveillance equipment in accordance with the applicable sections of the Criminal Code of Canada, present technical evidence in Court, as well as assisting Investigators and Crown Attorneys with respect to the preparation of technical evidence.

Employees in this class provide technical support to other Law Enforcement agencies and provide lectures to members of the Edmonton Police Service on the use and care of surveillance equipment. Incumbents maintain a current knowledge of new equipment and techniques of surveillance technologies.

TYPE OF WORK

- | | |
|---------------------------------------|--|
| <input type="checkbox"/> Unskilled | <input type="checkbox"/> Journeyman |
| <input type="checkbox"/> Semi-skilled | <input checked="" type="checkbox"/> Above Journeyman |
| <input type="checkbox"/> Skilled | |

TYPICAL DUTIES *

Under the provisions of the Canadian Electrical Code, Electrical Protection Act of Alberta, applicable City of Edmonton Bylaws and departmental and equipment manufacturer's standards:

Set-ups, maintains, repairs and tests a wide variety of sophisticated electronic, electro-mechanical, video, radio frequency transmitter and receiver equipment and systems; establishes preventative maintenance programs to ensure the equipment is inspected and serviced on a regular basis; and arranges for repair work to be performed.

Produces specialized equipment to meet application needs by modifying existing equipment, fabricating new circuits, etc.

Determines the requirements for test equipment, parts and components and prepares estimates of requirement for budget purposes.

Maintains records such as maintenance histories, costs and inventory.

Fabricates special equipment to meet requirements, including the modification of existing components or the design of new ones.



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Provides training to unit members on the installation and use of equipment operation, including written directions where applicable.

Maintains a knowledge of new equipment and methods and makes appropriate recommendations on the acquisition of new equipment

Arranges for the maintenance and repair of equipment to outside sources as required.

Participates in seminars, conferences, trades shows involved in the application of surveillance technology.

Provides direction to Contractor or temporary staff as needed and assists Monitor Transcribers with various technical aspects of the work.

To perform other related duties as required.

SUPERVISORY/LEADHAND RESPONSIBILITIES

May be assigned apprentices and trades helpers as required.

ENVIRONMENTAL AND WORKING CONDITIONS

Normal repair shop and field conditions.

KNOWLEDGE, ABILITIES AND SKILLS

Knowledge and skills associated with a diversity of electrical, electronic, electro-mechanical and relates systems as it pertains to intelligence gathering.

Ability to diagnose and repair equipment malfunctions, including preventative maintenance.

Knowledge of current trends and developments in technology, including the application of new technologies to surveillance functions.

Ability to instruct and demonstrate to unit members, support staff and others the proper care and use of equipment.

TRAINING AND EXPERIENCE REQUIREMENTS

Job Level

Completion of Grade 12.

Completion of an Engineering Technology Diploma in Telecommunications, Wireless Systems, Electronics or related communications diploma from a recognized institute of technology or possession of a Journeyman Electronic Technician Certificate recognized by the Province of Alberta.

Minimum of 5 year's experience in a variety of electric/electronic disciplines including radio frequency propagation.



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Possession of a valid Class 5 Alberta Motor Vehicle Operator's License.

*Must possess a CISO or NATIA certification and five (5) years' experience in section for certified rate

On-the-job Training

Continuing on-the-job training program to keep abreast of industry and technological advances in the electronics and surveillance industry.

* *This is a class specification and not an individualized job description. A class specification represents and defines the general character, scope of duties and responsibilities of all positions within a specific job classification. It is not intended to describe nor does it necessarily list the essential job functions for a specific position in a classification. Positions may perform some of the duties listed above but this does not necessarily qualify for placement into this classification.*

Salary Plan	<u>62M</u>	<u>62D</u>
Job Code	1286	
Grade	044	
Last Updated:	2003-12	
Previous Updates:		
Originated:	1996-06	