

SARASOTA MANATEE AIRPORT AUTHORITY

JOB OPPORTUNITY ANNOUNCEMENT



ELECTRONIC SYSTEMS SPECIALIST

Facilities Department

Starting Salary Range: \$46,297 - \$53,242

Salary Range: \$46,297 - \$69,445

Full Time, Non-Exempt

Posting Date: 04/22/2024

Closing Date: Open Until Filled

Under general supervision, installs, troubleshoots, repairs, and replaces electronic, electrical (120 volt and under) and technology systems in airport facilities, structures, equipment, and buildings.

MINIMUM QUALIFICATIONS:

- High School Diploma or equivalent.
- Experience with access control equipment and software.
- Formal electrical or electronic training courses.
- Experience with electrical circuit repair and replacement methods and techniques.
- Experience with installation and repair of digital video equipment.
- Valid Florida Driver License or must obtain within (30) days of assuming position and good driving record.

PREFERRED QUALIFICATIONS:

- Experience with digital video recorders and camera PTZ video cameras, **preferred.**
- Five-year experience in installing, troubleshooting, maintaining, and repairing electronic systems, **preferred.**
- Experience with high-speed fiber optic data systems, access control systems, UHF/VHF radio systems, public address systems, Airport FIDS/Bids, intercom, programmable telephone systems, CCTV IED systems, parking revenue control and gate systems, **preferred.**
- Familiarity with PLC devices and strong technical background in access control, **preferred.**
- State of Florida Certification in Burglar and Fire alarm repair, **preferred.**

TO APPLY FOR THIS POSITION, PLEASE FOLLOW THE INSTRUCTIONS LISTED BELOW.

1. Applicants desiring to be considered for this position should apply directly with the Sarasota-Manatee Airport Authority by visiting our website @www.flysrq.com; or, calling 941-359-2770 ext. 4766.

Return your completed SMAA application to the address shown on the signature page of the application form; OR fax it to 941-359-5024; OR email it to application@flysrq.com.

Only Sarasota Manatee Airport Authority (SMAA) application forms will be accepted.

2. Minimum qualifications must be met by the closing date in order to be considered eligible for the position. Resumes may be submitted as supplements but cannot be accepted in lieu of an application. Applications and resumes are subject to disclosure under the Florida Sunshine Law.
3. Veterans' Preference documentation, reference names, etc. must be submitted at the time of application. In accordance with the Immigration Reform and Control Act, appropriate identification documents verifying eligibility for employment will be required for the applicant who is hired.
4. The Sarasota Manatee Airport Authority participates in E-Verify. Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States.
5. Your application will not be considered unless complete answers are provided to all questions on the application.
6. The Airport Authority's Drug-Free Workplace Program requires that applicants take and pass a drug/nicotine test prior to being hired.



**SARASOTA MANATEE AIRPORT AUTHORITY
JOB CLASS SPECIFICATION**

Job Code: 5023
Date Approved: 11/22
Grade: 31

JOB TITLE: Electronic Systems Specialist
REPORTS TO: Facilities HVAC/Electronics Supervisor
DEPARTMENT: Facilities
FLSA STATUS: Non-Exempt

JOB SUMMARY

Under general supervision, installs, troubleshoots, repairs, and replaces electronic, electrical (120 volt and under) and technology systems in airport facilities, structures, equipment and buildings.

MAJOR JOB RESPONSIBILITIES

- Installs, maintains, tests and repairs electronic equipment and associated low voltage systems.
- Oversees and maintains electronic equipment and control devices and associated low voltage systems.
- Maintains repair part inventory.
- Reviews electronic contract specifications.
- Plans for integration of new electronic systems.
- Plans for cable wiring/fiber optics on the Airport.
- Keeps records of cabling and fiber optic paths and counts.
- Troubleshoots electronic equipment and repairs or replaces.
- Keeps records concerning electronic equipment.
- Coordinates with other SMAA departments concerning electronics and technology installations and maintenance.

Other Related Responsibilities:

- Assists with Electrician duties.
- Cross trains with, and assists, other facilities personnel on an as needed basis.
- Assists IT department with electronic planning and repair and cable installation.
- Performs other related duties as required.

MATERIALS AND EQUIPMENT USED

Hand Tools, Power Tools, Electronic Test Equipment, Trucks, Radios, Trade and Safety Manuals, other trades equipment.

QUALIFICATIONS REQUIRED

Where "preferred" is indicated, the qualification is not essential.

Education and Experience:

High School Diploma or equivalent.

Experience with access control equipment and software.

Formal electrical or electronic training courses.

Experience with electrical circuit repair and replacement methods and techniques.

Experience with installation and repair of digital video equipment.

Experience with digital video recorders and camera PTZ video cameras, **preferred.**

Five-year experience in installing, troubleshooting, maintaining and repairing electronic systems, **preferred.**

Experience with high-speed fiber optic data systems, access control systems, UHF/VHF radio systems, public address systems, Airport FIDS/Bids, intercom, programmable telephone systems, CCTV IED systems, parking revenue control and gate systems, **preferred.**

Familiarity with PLC devices, **preferred.**

Strong technical background in access control, **preferred.**

Licenses and Certifications:

Valid Florida Driver License or must obtain within (30) days of assuming position and good driving record.

State of Florida Certification in Burglar and Fire alarm repair, **preferred.**

Electronic or electrical certifications or licenses.

Knowledge, Skills, and Abilities:

Knowledge of electrical and electronic circuit repair and replacement methods and techniques.

Knowledge of electrical safety procedures.

Knowledge of the design and layout of electrical equipment for airport facilities, **preferred.**

Knowledge of other trade areas and responsibilities.

Knowledge of VOIP technology, **preferred.**

Knowledge of Public Address systems and software.

Ability to understand and interpret oral and written communications and instructions.

Ability to perform physical work.

Ability to compute electrical loads, conductor size and conduit systems.

Ability to interpret blueprints, plans and technical specifications in accordance with National Electrical Code guidelines.

Ability to develop and maintain effective working relationships with superiors and fellow employees.

Ability to troubleshoot electronic components and circuits.

Strong communications skills, both oral and written.

Must read and understand schematics, blueprints and engineering drawings.

Must be able to work independently, have strong interpersonal skills, and be willing to assume additional projects when assigned.

Positive attitude and ability to work with others in a team environment.

Physical Requirements:

The Electronic Systems Specialist functions in a hands-on capacity. Therefore, the Electronic Systems Specialist must have the physical ability to lift objects of up to 50 pounds and be able to perform strenuous and routine physical work to include continuous standing and walking. The Electronic Systems Specialist must be diligent in adhering to all work-related safety rules, procedures and regulations and take the precautions necessary to comply with the Airport Authority safety policy.

Mental Requirements:

In the capacity of an Electronic Systems Specialist, the individual installs, troubleshoots, repairs and replaces electronic systems in the airport facilities, structures and buildings. The Electronic Systems Specialist must be familiar with PLC devices, have a strong technical background in access control and video imaging software, must have the ability to read and understand schematics, blueprints and engineering drawings and be able to work both independently and in a team environment.

Environmental Requirements:

The Electronic Systems Specialist functions in a hands-on capacity both indoors and outdoors and performs physical labor in all kinds of weather.

Summary Clause:

The duties and responsibilities listed in this job class specification are intended only as illustrations of the various duties to be performed and are not all inclusive. The omission of other specific duties does not exclude them from being performed by the Electronic Systems Specialist if the duties are similar, related, or a logical assignment to the position. This job class specification does not constitute an employment contract between SMAA and the Electronic Systems Specialist and is subject to change at the discretion of the Airport Authority.

This Class Specification should not be interpreted as all inclusive. It is intended to identify the major responsibilities and requirements of this job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this description, but which are commensurate with similar levels of responsibility. ALL REQUIREMENTS ARE SUBJECT TO POSSIBLE MODIFICATION TO REASONABLY ACCOMMODATE INDIVIDUALS WITH DISABILITIES.



Physical/Mental Requirements

Job Title: Electronic Systems Specialist

Job Code: 5023

Date: 10/19

Physical/Mental	Percentage of Time			
	Continuous 67-100%	Frequently 34-66%	Occasionally 1-33%	Infrequent - less than once a day
Standing	X			
Sitting			X	
Walking	X			
Lifting		X		
1-10 lbs.		X		
11-20 lbs.		X		
21-35 lbs.		X		
36-50 lbs.		X		
over 50 lbs.				X
Carrying		X		
Reaching		X		
Climbing		X		
Driving			X	
Written Communication			X	
Oral Communication		X		
Reading		X		
Hand Dexterity		X		
Reasoning		X		
Decision Making		X		
Analyzing		X		
Sensory	X			
Sight	X			
Noise Exposure	X			

The mental and physical aspects shown with an "x" relate to this specific position and have been identified for ADA compliance purposes only. This information shall not be used to determine salary grades, nor shall it be used to make comparisons with other positions.

SARASOTA MANATEE AIRPORT AUTHORITY



SUMMARY OF BENEFITS Full Time Employees

Employer Paid Benefits:		Waiting Period
Employee & Dependent Medical Insurance SMAA offers two Blue Cross/Blue Shield medical plans - A Low Option PPO Plan and an HSA/HDHP. 100% of employee premium is paid by SMAA and the employee contributes toward the chosen dependent coverage.	The first day of the month following your 30-day waiting period	
Employee & Dependent Dental Insurance SMAA pays 100% of employee and dependent coverage under Florida Combined Life Insurance Company, a subsidiary of Blue Cross/Blue Shield.	The first day of the month following your 30-day waiting period	
Employee & Dependent Life Insurance (100% paid by SMAA – employee is insured for 2x annual salary up to \$100,000; spouse is insured for \$5,000; dependent is insured for \$2,500)	The first day of the month following your 30-day waiting period	
Travel Insurance	Immediate	
Employee Assistance Program	Immediate	
Short-Term Disability (100% paid by SMAA)	1 year	
Sick-Time	90 days	
Vacation Leave	6 months	
Retirement Plan (A 401 plan administered by the Principal Financial Group)	6 months	
Reimbursement for Continuing Education	6 months	
Floating Holidays	6 months	
National Holidays	Immediate	
Special Discount Programs (Varies)	Immediate	
Voluntary/Optional Benefits:		Waiting Period
Pre-Paid Legal Plan (Voluntary – payroll deduction)	Immediate	
Deferred Compensation Plan (Voluntary – payroll deduction)	90 days	
Group Term Life, Supplemental Medical, and Long-Term Disability Insurance (Voluntary – payroll deduction)	90 days	