

Wright State University
CLASSIFIED JOB SPECIFICATION
Audio Engineer

I. JOB INFORMATION

Job Title: Audio Engineer (CS 05)

Job Class: 31211 **FLSA Status:** Non-Exempt

II. JOB SUMMARY

Under general direction, operates and maintains state of the art audio and video systems for university conferences and special events. This includes, but is not limited to, large screen video and data projection systems, computer presentation systems, and video conferencing systems.

III. PRIMARY DUTIES AND RESPONSIBILITIES

- Selects, operates and maintains equipment. Analyzes acoustics and troubleshoots systems failures.
- Sets up, operates, and maintains state of the art sound reinforcement systems, public arena sound systems, audio recording systems, and stage lighting systems.
- Assists with the installation of audio systems, video systems, and related media equipment.
- Reviews technical requirements for assigned activities, conferences, and special events.
- Analyzes and troubleshoots system failures and provides appropriate solutions.
- Assists in maintaining job logs and billing information.

Note: This is not an inclusive list of duties and responsibilities.

IV. MINIMUM EDUCATION, EXPERIENCE, KNOWLEDGE, SKILLS, AND ABILITIES

Two years of post-secondary education and two years of (FT) related work experience OR, a high school diploma or GED and four years of (FT) related work experience. A bachelor's degree in a related field may be substituted for the required work experience. Ability to operate public arena sound systems. Experience in staging audio-visual presentation systems. Knowledge of theatrical/stage rigging techniques.

V. WORKING CONDITIONS

There are conditions, equipment and materials, present which require proper handling to ensure safety.

VI. WSU TESTING/EXAMINATIONS REQUIRED

None

VII. CERTIFICATIONS OR LICENSURE(S) REQUIRED*

Must possess a valid United States driver's license for at least one year and maintain eligibility to operate University motor vehicles.

VIII. JOB SERIES

31200

This specification is intended to illustrate the level of complexity and kinds of job duties that may be assigned to positions with this classification title, and should not be interpreted to describe all the duties that may be included in a job description.