



Job Title: Light/Sound Technician

Department: Information Technology – Client Services

Reports To: Lead Audio/Video Technician

Grade: TS-09

Number of Days: 12 Months

Security Access: All Sites

Current Date: August 7, 2015

Overtime Status: Non-Exempt

Job Objectives: The Light & Sound Technician will assist with the maintenance of house lighting, sound and video boards during all events held throughout the district. Analyzes and resolves difficult and complicated program support deficiencies. Provide professional sound and light support for shows and other activities throughout the district. Set up, run and maintain the sound/light equipment.

Minimum Qualifications:

- 2-3 years' experience in operating complex lighting and sounds systems.
- Proficient in Production Lighting Systems
- Proficient in Mobile Public Address Systems
- Office (Word, Outlook, Excel, Power Point, Windows XP and Windows 7)
- Valid driver's license
- High School diploma or GED equivalent.

Responsibilities and Essential Functions: The following duties are representative of performance expectations. A reasonable accommodation may be made to enable a qualified individual with a disability to perform essential functions.

- Setting up and operating stage and broadcast lighting.
- Setting up and operating sound systems for school productions and live broadcasting.
- Keep accurate records of labor, materials and other pertinent information regarding assigned work orders on a daily basis.
- Operate sound systems for all district events and special programs.
- Assist the schools stage craft and production staff with setting up sound and light systems.

Skills and Abilities Required: The following characteristics and physical skills are important for the successful performance of assigned duties.

- Working knowledge of job related computer programs and software.
- Working knowledge of digital sound and light systems.
- Must be a self-starter, highly motivated, have a positive attitude and capable of relating to management staff, other employees and public.

- Plan, coordinate and schedule to complete job request with limited supervision.
- Must be willing and able to work flexible hours/schedules.
- Must be able to lift in excess of 50# and capable of maneuvering and working on a catwalk and/or tension grid.

Supervisory Responsibility: Does not directly supervise any individuals.

Working Conditions: Exposure to the following situations may range from remote to frequent based on circumstances and factors that may not be predictable.

- Must be willing and able to work in all types of environments including attics, catwalks and small enclosures.
- Must be willing and able to climb ladders and work out of a mechanical lift.
- Must be able to work outside in all types of weather conditions.

Tulsa Public Schools is an equal opportunity employer offering employment without regard to race, color, religion, gender, national origin, age, sexual orientation, or disability. This job description summary does not imply that these are the only duties to be performed. This job description is subject to change in response to funding variables, emerging technologies, improved operating procedures, productivity factors, and unforeseen events.