UNIVERSITY OF SOUTHERN CALIFORNIA
Computer/Electronics Engineer, Senior
Job Code: 167315

Grade: TM
OT Eligible: No
Comp Approval: 10/1/2008

JOB SUMMARY:
Generates research and development concepts and solutions to complex engineering problems. Provides engineering support on problems of a diverse scope. Executes engineering research and development projects in collaboration with others.

JOB ACCOUNTABILITIES:

*Select E (ESSENTIAL), M (MARGINAL) or NA (NON-APPLICABLE) to denote importance of each job function to position.

EMERGENCY RESPONSE/RECOVERY:
Essential: No
Yes

In the event of an emergency, the employee holding this position is required to “report to duty” in accordance with the university’s Emergency Operations Plan and/or the employee’s department’s emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.

JOB QUALIFICATIONS:
Minimum Education:
Master’s degree
Combined experience/education as substitute for minimum education

Minimum Experience:
3 years

Minimum Field of Expertise:
Working knowledge of electrical & computer engineering; experience with CAE/CAD tools, modern design methodologies & development of solutions for specific design tasks using engineering principles.

Preferred Education:

Doctorate

Preferred Experience:

5 years

Skills: Other:

- Analysis
- Assessment/evaluation
- Communication -- written and oral skills
- Conceptualization and design
- Knowledge of applicable laws/policies/principles/etc.
- Organization
- Planning
- Problem identification and resolution
- Project management
- Public speaking/presentations
- Research
- Scheduling

Skilled in:

- Computer-Aided Design (CAD) tools
- Technical documentation

Skills: Machine/Equipment:

- Computer network (department or school)
- Computer network (university)
- Computer peripheral equipment
- Fax
- Personal computer
- Photocopier

Supervises: Level:

May oversee student and/or temporary workers.

Comments:

May require periodic weekend or evening work.

SIGNATURES:

Employee: _______________________________ Date: ____________________________

Supervisor: _______________________________ Date: ____________________________
The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

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