UNIVERSITY OF SOUTHERN CALIFORNIA
Master Control Technician, KUSC
Job Code: 193007

Grade: F
OT Eligible: Yes
Comp Approval: 8/25/1994

JOB SUMMARY:
Serves as Master Control board shift operator. Performs remote and/or production engineering, tape editing, and routine maintenance as required.

JOB ACCOUNTABILITIES:

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

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Performs other related duties as assigned or requested. The University reserves the right to add or change duties at any time.
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:
- High School or equivalent
- Combined experience/education as substitute for minimum education

Minimum Experience:
- 1 Year

Minimum Field of Expertise:

Preferred Education:
- Specialized/Technical Training

Skills: Machine:
- Personal Computer

Supervises: Level:
- May oversee student, temporary and/or casual workers.

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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