

**Job Title: Audio & Visual Technician**  
**Department: University Student Centers (Division of Student Life)**  
**Location: University of Delaware – Newark Campus**

**Position Overview:**

The University Student Centers Audio Visual Technician supports all our audio-visual needs for various events, meetings, and activities hosted within the Student Centers. This role is ideal for individuals passionate about technology and audio-visual systems, who can provide essential and exceptional support on a daily basis. As an Audio/Visual Technician for the University Student Centers (USC), you are now the face of our department. Understanding that you will generally be one of the first people the client sees, as well as the last. This means that your professionalism and how you conduct yourself is never overlooked and always on display. You are to always represent yourself in the best possible spotlight. The University Student Centers (USC) Audio/Visual Technician will work to provide our clients with the utmost support possible, to achieve the success of their event.

**Key Responsibilities:**

*1. Audio-Visual Equipment Setup and Operation:*

- Set up and configure audio-visual equipment, including sound systems, projectors, screens, microphones, and related AV gear for events, meetings, and presentations and concerts.
- Operate and troubleshoot A/V equipment during events to ensure seamless presentations and activities.

*2. Technical Support and Customer Service:*

- Provide technical support and assistance to event organizers, presenters, and students.
- Address technical issues, connectivity problems, and equipment malfunctions promptly to enhance the user experience.
- Exercise patience and professionalism with all our clients from start to finish. Please recognize that every event, to every client, will be treated as the most important thing to them that day. As well as it should be to you too.

*3. Maintenance and Repairs:*

- Perform routine maintenance and inspections of audio-visual equipment to ensure their optimal working condition.
- Identify technical issues, coordinate repairs, and arrange replacements when necessary.

*4. Quality Control:*

- Conduct quality checks to ensure the audio and video quality meet or exceed established standards.
- Adjust equipment settings to optimize sound and visual quality during events.

*5. Inventory Management:*

- Maintain an inventory of audio-visual equipment and supplies.
- Track equipment usage, document repairs, and report any missing or damaged items.

**Qualifications:**

- High school diploma or equivalent.
- Proven experience in operating and troubleshooting audio-visual equipment or willingness to learn on the job.
- Knowledge of audio-visual technology, including projectors, sound systems, microphones, and video displays.
- Strong problem-solving skills and adaptability to changing circumstances.
- Excellent communication and customer service skills.
- Ability to work both independently and as part of a team.
- Flexibility to work evenings and weekends as needed.

- Certifications or training in audio-visual technology are a plus.
- Must be able to lift a minimum of 45lbs on your own without assistance
- Must be able to work on your feet for extended periods of time.

**Additional Information:**

- This is a part-time position compensated on a bi-weekly basis.
- Training may be provided to qualified candidates.
- You will have access to University of Delaware campus resources and facilities.
- Opportunities for growth within the University Student Centers' team.
- If any physical requirements cannot be met, this is not a basis for being deemed ineligible. We do our best to accommodate any and all candidates.

The University of Delaware is an equal opportunity employer, and we encourage individuals from diverse backgrounds to apply.

Note: The above job description outlines the general responsibilities and qualifications required for this position. It is not an exhaustive statement of duties, responsibilities, or qualifications and may be subject to adjustments based on the University's specific needs.

Please note:

All resumes and cover letters should be sent to: [ametrano@udel.edu](mailto:ametrano@udel.edu) and [carriemc@udel.edu](mailto:carriemc@udel.edu)

We ask that Candidates are not in their final year of study. We typically like to hire candidates that can stick around for more than a single academic year, in order to successfully train them in the proficiency of our customer service and technology needs.

The candidate will work a maximum of (18)hrs. per week. A minimum of (12)hrs. pr week. Generally (6)hr. shifts. Starting pay is \$14.25/hr