Fermi National Accelerator Laboratory

HUMAN RESOURCE SERVICES

Job Description

JOB TITLE : Senior Technician

JOB CODE: 051500

SUMMARY OF RESPONSIBILITIES : Under limited supervision and based on extensive experience, academic study, and/or expertise, provides complex technical support for an area of assignment, typically an experimental or support group. Depending on the area of assignment, fabricates, sets-up, calibrates, operates, tests, repairs, and modifies a wide variety of complex electrical-electronic and/or mechanical equipment, systems, and devices, or performs ES&H duties including environmental surveys, waste disposal, and radiological surveys. As assigned, will perform some or all of the following duties:

DUTIES AND RESPONSIBILITIES:

- Fabricates, assembles, installs, calibrates, and removes a variety of complex electrical and/or mechanical devices, parts, controls and sub-assemblies for Laboratory projects/equipment in the area of assignment based on drawings, diagrams and schematics. Assists in construction and assembly of experimental and support equipment for the area of assignment. Prepares set-up for testing phases of equipment. Prepares and tests equipment for operation using appropriate diagnostic software.
- Writes procedures and documentation for all finished work. Enters relevant work information into a database and/or personal logbook(s). Produces reports as assigned. Electronically prepares and compiles technical data and safety records for equipment in area of assignment using databases, spreadsheets and other appropriate computing software and programs.
- Performs preventive and complex maintenance for a wide variety of instruments and equipment, troubleshooting of problems and repairs as needed. Responds to and leads operational and emergency requirements of area.
- Conducts periodic safety inspections of area of assignment. Assists in performing radioactive waste pick-ups, waste segregation, and related documentation. Prepares waste for disposal and packages waste for shipment.
- Procures and maintains inventories of small parts, supplies, materials, and equipment.
- Assists in the design and development of equipment and systems including providing engineering support activities to assigned projects or tasks.
- Directs and assists the work of lower level technicians. As assigned, serves as the lead technician or shift supervisor for specific group projects or tasks. Assists in development of "best practices" to drive quality in all projects or tasks.
- Abides by and is responsible for performing all duties in accordance with all environmental, health and safety regulations, Laboratory policies, procedures and practices pertinent to this position.

Grade: W-9