

MUSICAL INSTRUMENT TECHNICIAN SERIES

Code No.	Class Title	Occ. Area	Work Area	Prob. Period	Effective Date
4029	Musical Instrument Technician I	14	023	6 mo.	12/01/94
4031	Musical Instrument Technician II	14	023	6 mo.	12/01/94
3558(4031)	Musical Instrument Technician III	14	023	6 mo.	12/01/94

Promotional Line: 149

Series Narrative

Employees in this series repair and maintain musical instruments (such as wind, string, brass, or percussion instruments) and related equipment (such as those used for pipe or electronic organs). Employees at the upper level of the series supervise such operations.

DESCRIPTIONS OF LEVELS OF WORK

Level I: Musical Instrument Technician I **4029**

Employees at this level perform routine tasks in the repair and maintenance of musical instruments and related equipment. They work under direct supervision from a designated supervisor.

A Musical Instrument Technician I typically--

1. repairs, regulates, tunes, and maintains musical instruments (such as checking woodwinds for leakage, setting sound posts, hand lapping piston valves, recorking tenon joints, or resetting timpani collars)
2. dismantles playing mechanisms and repairs or replaces faulty, broken, or worn parts in pianos
3. requests tools, equipment, and supplies as required to perform assigned tasks
4. performs other related duties as assigned

Level II: Musical Instrument Technician II **4031**

Employees at this level perform major repair and maintenance of musical instruments and related equipment. They work under general supervision from a designated supervisor.

A Musical Instrument Technician II typically--

1. performs major repair, rebuilding, regulation, tuning, and maintenance of musical instruments (such as complete overhaul of a variety of wind instruments, rebuilding string instruments, or soldering and removing dents in brass instruments)
2. performs necessary tasks in the repair, rebuilding, and regulation of related devices and equipment (such as motors and generators of organs and electronic organs)

3. prepares pianos for artist's performances as required
4. supervises and/or trains lower level technicians, apprentices, and/or student assistants
5. recommends the requisition of materials for needed repairs
6. assists in the inventory of equipment and supplies
7. assists in the storage and distribution of materials for needed repairs
8. performs other related duties as assigned

Level III: Musical Instrument Technician III **3558(4031)**

Employees at this level are responsible for the repair and maintenance, inventory control, and/or security of musical instruments and related equipment. They work under direction from a designated administrator.

A Musical Instrument Technician III typically--

1. Is responsible for the repair and maintenance of musical instruments and related equipment:
 - a) supervises and trains lower-level technicians, apprentices, and student assistants
 - b) establishes priorities for repair and maintenance services
 - c) ensures that established standards are met
 - d) requisitions and distributes needed equipment and supplies
 - e) establishes, schedules, and assigns periodic preventive maintenance procedures
2. Is responsible for inventory, assignment, use, and security of musical instruments and related equipment
 - a) authorizes movement of equipment and instruments for use at other locations
 - b) maintains inventory control and other records as necessary
 - c) maintains control of instrument locker keys
3. advises on the purchase of instruments and equipment as requested
4. performs repair and maintenance duties as requested
5. performs other related duties as required

MINIMUM ACCEPTABLE QUALIFICATIONS REQUIRED FOR ENTRY INTO:**Level I: Musical Instrument Technician I****4029**

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. two years of work experience in the maintenance and repair of musical instruments. Successful completion of formal training programs in the repair and maintenance of musical instruments may be substituted for up to one year of the above experience.

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. basic knowledge of a variety of musical instruments and related equipment
2. ability to operate hand and machine shop tools
3. mechanical ability
4. manual dexterity
5. pitch discrimination
6. ability to follow instructions

Level II: Musical Instrument Technician II**4031**

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. four years of work experience in the repair and maintenance of musical instruments. Successful completion of formal training programs in the repair and maintenance of musical instruments may be substituted for up to one year of the above experience.

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. working knowledge of a variety of musical instruments and related equipment
2. skill in the operation and maintenance of hand and machine shop tools
3. mechanical skills
4. manual skills
5. pitch discrimination
6. ability to deal effectively with the public, faculty, staff, and students

Level III: Musical Instrument Technician III**3558(4031)**

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. six years of work experience in the maintenance and repair of musical instruments. Successful completion of formal training programs in the repair and maintenance of musical instruments may be substituted for up to one year of the above work experience.

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. working knowledge of a variety of musical instruments and related equipment
2. skill in the operation and maintenance of hand and machine shop tools
3. mechanical skills
4. manual skills
5. pitch discrimination
6. supervisory ability
7. ability to deal effectively with the public, faculty, staff, and students

Musical Instrument Technician I
Musical Instrument Technician II
Musical Instrument Technician III

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