
WESTERN MICHIGAN UNIVERSITY

Job Description

Job Title: Technician Speech Pathology **Position Number:** 0238
Pay Type: Hourly/Non-exempt **Department Name:** Speech Pathology &
Grade: 16 Audiology

General Summary

Provides technical support and training to the department of Speech Pathology and Audiology in the use of clinic instruments and computer systems. Maintains and designs computer systems and custom programming.

Major Duties

- Develops, installs, and supports instrument and computer systems, custom programming, and systems design for instructional, clinical and research use.
- Services equipment and maintains calibrations according to ANSI and other applicable standards. Monitors and repairs computer systems, network connections, and components. Supervises students who assist with lab activities.
- Develops a yearly budget request for new equipment and equipment maintenance. Maintains an inventory of departmental hardware and software, and purchases equipment and supplies.
- Provides training, instruction, orientation, and demonstrations to faculty and students on the use of equipment and instruments. Serves as the technical expert for questions and problems regarding equipment and systems.

Minimum Qualifications

- Bachelor's degree in computer science, electrical engineering or other relevant field.
- One year of experience in a relevant field.
- Ability to analyze and troubleshoot various types of equipment and systems.
- Ability to communicate with and train diverse level of users.

Desired Qualifications

- Training in audiometric calibration and sound level measurement.

This description indicates the general nature and level of work performed by employees in the above job. It is not intended to be a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to the job.