**Class Summary**

The responsibilities of this classification include on-the-job training to develop the essential skills required to become a journey-level Transit Electronic Technician. Incumbents are enrolled in a four-year formal training program to assist in maintaining all Metro buses and associated equipment. Additionally, the apprentice actively participates in training classes.

**Distinguishing Characteristics**

This is a single-level classification. This classification is distinguished from the Transit Electronic Technician classification in that incumbents within the Apprentice classification are enrolled in the Electronic Technician Apprentice program. Incumbents gain experience and are increasingly assigned work with higher levels of responsibility and independence.

**Examples of Duties**

1. Assist Transit Electronic Technicians in diagnosing, disassembling, reassembling, and repairing circuit boards, electronic fare collection equipment, propulsion systems, digital signs, bus video management systems, and other electronic control equipment on the bus.
2. Install electronic accessories on buses and conduct routine adjustments on bus electronic equipment.
3. Rebuild electronic components and learn basic skills under the guidance of a journey-level technician.
4. Learn to use various electronic diagnosis tools for multiple systems and troubleshooting software.
5. Complete and pass all related supplemental training classes, seminars, courses, and other tests as determined by the Program Administrator.
6. Input and extract data using a computer terminal as required.
7. Perform other duties as assigned.

**Knowledge/Skills**

Ability to read, write, and understand English

Ability to learn to operate a variety of electronic tools

Ability to follow directions and operate in a safe environment.

Knowledge of operating diagnostic equipment and tools for electrical and electronic systems

Ability to interpret and utilize schematics, wiring diagrams, and technical manuals

Ability to sustain periods of physical effort

Ability to lift up to 100 pounds, with assistance

Ability to effectively engage in and sustain relationships with people from diverse cultures and socio-economic backgrounds

Ability to work independently and as a team member

Demonstrated proficiency with business applications, such as Microsoft Office suite

**Education and Experience Requirements**

Any combination of education and experience that clearly demonstrates the ability to perform the job duties of the position

**Licensing, Certification and Other Requirements**

Must be able to pass the required physical examination prior to employment

Washington State driver’s license

Class B CDL within 90 days from their initial date of entering the program

For continued employment, the apprentice must be able to pass Metro’s transit coach operation training program and meet all Metro licensing requirements

Some licenses, certifications and other requirements determined to be necessary to meet the business needs of the employing unit may be required

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| **FLSA Designation** | Non-Exempt  |
| **Service Status** | Career Service  |
| **EEO Code** | 7 |
| **Levels within same series** | Transit Electronic Technician Apprentice, Transit Electronic Technician, Transit Electronic Technician-Lead |
| **Class History** | 06/2024 - Created |