

**Position:** AV Technician

**Reports to:** Dean, Academic Affairs (DOAA)

**Position Summary:**

The AV Technician is responsible for setting up, operating, and maintaining audio-visual equipment installed in classrooms and for events, meetings, conferences, and other functions. The role involves troubleshooting technical issues, ensuring high-quality audio and video output, and supporting smooth operation of AV systems.

**Qualifications**

- Diploma or equivalent technical certification or diploma in Audio-Visual Technology or related field preferred.
- Relevant training in AV systems and equipment is an advantage

**Experience**

- Proven experience 3-5 years as an AV Technician or similar technical role.
- Experience in setting up and operating AV systems for events or installations.
- Familiarity with a wide range of AV equipment (Projectors, Cameras, PA systems, video conferencing tools).

**Key Responsibilities:**

- Set up, test, and operate AV equipment such as microphones, projectors, speakers, mixers, video conferencing systems, and lighting.
- Troubleshoot and resolve AV technical problems during events or installations.
- Maintain an inventory AV equipment to ensure it is in good working condition.
- Collaborate with event organizers, presenters, and technical teams to meet AV requirements.
- Assist with the installation, configuration, and upgrade of AV systems and software.
- Provide technical support and training to users on AV equipment operation.
- Ensure compliance with safety regulations and company policies.
- Keep up-to-date with the latest AV technology and industry trends.

**Skills & Abilities**

- Strong technical aptitude and problem-solving skills.
- Good knowledge of audio, video, and lighting equipment.
- Ability to work under pressure during live events.
- Excellent communication and interpersonal skills.
- Attention to detail and ability to multitask.
- Basic IT skills for configuring and troubleshooting software.
- Physical ability to handle and set up heavy equipment.

**Compensation:**

Compensation will not be a constraining factor and will be the best in the sector. Interested candidates can send their CVs by email ([amandeep.dhot@thapar.edu](mailto:amandeep.dhot@thapar.edu)) **by 25<sup>th</sup> Sept 2025**