

Audio-Visual Technician, Kean Information Technology  
Kean University

Direct Link: <https://www.AcademicKeys.com/r?job=258349>

Downloaded On: Aug. 2, 2025 5:53am

Posted Jun. 16, 2025, set to expire Mar. 27, 2026

<b>Job Title</b>	Audio-Visual Technician, Kean Information Technology
<b>Department</b>	
<b>Institution</b>	Kean University Union, New Jersey
<b>Date Posted</b>	Jun. 16, 2025
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Professional Staff
<b>Academic Field(s)</b>	Information Technology
<b>Job Website</b>	<a href="https://kean.wd1.myworkdayjobs.com/en-US/Kean/details/Audio-Visual-Technician--Kean-Information-Technology_R3409-1">https://kean.wd1.myworkdayjobs.com/en-US/Kean/details/Audio-Visual-Technician--Kean-Information-Technology_R3409-1</a>
<b>Apply By Email</b>	
<b>Job Description</b>	

**External Applicant Instructions**

- **Please upload your resume/CV for automatic population of information to your Kean application.**
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**Your contact information, work experience and education will be automatically filled in. Please review all fields – you will need to verify that the data is accurate.**

- **In the “My Experience” section, you will find a resume/CV upload option where you can submit your cover letter and any other supporting documents you may wish to submit.**

**Kean Information Technology**

**Audio-Visual Technician**

Under the direction of the Managing Assistant Director, the Audio-Visual Technician (Professional Services Specialist 4, Computer Services) is responsible for performing professional work for the Audio-Visual team using established policies, procedures, precedents, and guidelines; and does related work as required. This position plays a pivotal role in delivering comprehensive audio-visual support across various university activities including, but not limited to: classroom technology, conferences, specialized meetings and events. The Audio-Visual Technician will be responsible for testing, troubleshooting and repairing audio-visual equipment to ensure seamless operations. Responsibilities extend to maintaining damaged devices, conducting accurate equipment inventory, distributing and collecting media equipment and delivering essential training to faculty/staff members.

This position requires in-person support. This position is based at the Union, NJ campus, but supports other campus locations. Employees are expected to work on site at one of the Kean campus locations and may also work at off-campus locations supporting Kean conferences, meetings and/or events. This position requires a flexible schedule including evening and weekend hours. Some travel may be required.

Qualifications: Graduation from an accredited college with a Bachelor's degree; one (1) year of professional experience in testing, troubleshooting and repairing audio-visual equipment; and a driver's

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license valid in the State of New Jersey is required. Applicants who do not possess the required education may substitute experience on a year-for-year basis. A background in live sports/event production is a plus. Candidate must have proficiency in computer software installation; familiarity with audio recording devices, lighting gear, cables, mixers and other peripherals; knowledge of video conferencing systems or programs; and excellent written and oral communication skills.

The selected candidate will be required to pass a four (4) month Working Test Period.

Candidacy review begins immediately and continues until appointment is made. **Please submit your cover letter, resume/CV and contact information for three professional references.** Official transcripts are required prior to the starting date of employment.

In compliance with New Jersey's Pay Transparency Law, the negotiated annual salary range for this position is: \$54,351.06 to \$71,694.54 (Steps 1-8). Salaries for internal applicants will be based on union negotiated calculations. This position may also be eligible for a comprehensive benefits package, including health and dental insurance, a retirement plan and benefits for work life balance. For a full overview of our benefits offerings, please refer to our [Kean University Benefits website](#).

**SAME Program Applicants:** If you are applying under the NJ State as a Model Employer "SAME" Program, your supporting documents (Schedule A or B letter), must be submitted along with your application materials by the closing date indicated above. For more information on the NJ SAME Program visit their website at: <https://nj.gov/csc/same/overview/index.shtml>, email: [CSC-SAME@csc.nj.gov](mailto:CSC-SAME@csc.nj.gov) or call the Civil Service Commission at (609)-292-4144, option 3. You may also contact Kean's Recruiting Team at [SAME@kean.edu](mailto:SAME@kean.edu).

**Attention current Kean University employees (including part-time Student Assistants, Graduate Assistants, Academic Specialists and Adjuncts):** Please apply via the internal career site to ensure consideration as an internal candidate. To apply internally, please log into your Workday account and select the Career icon on your homepage to view available positions.

## Additional Information

**Kean University complies with the [New Jersey First Act](#) (Senate Bill No. 1730, P.L. 2011, Chapter 70). Any individual newly hired by Kean University will be required to abide by this law and**

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**establish a principal residence in New Jersey. New employees will have a full 365 days to establish such residence, from the effective date of hire.**

**In compliance with the Americans with Disabilities Act (ADA), if you have a disability and would like to request an accommodation in order to apply for a position, please refer to Section III.A. of our [Reasonable Accommodations Policy & Procedures](#).**

## **Mission Statement**

**Kean University, New Jersey's first Urban Research University, creates a world-class, innovative and inclusive society through equity and excellence in teaching, learning, global research, and impactful public engagement.**

## **EEO/AA Statement**

**Kean University is an Equal Opportunity/Affirmative Action/Veterans/Disability Employer**

## **Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

## **Contact**

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