

AUDIO-VISUAL TECHNICIAN QUESTIONNAIRE

SW/HRD/QAT/001.1	Date:
Name:	<input type="checkbox"/> Have Qatari Driving License?

SN	DESCRIPTION	None	Familiar	Average	Good	Excellent
1.	Responsible for supervision, maintenance and safekeeping of audio-visual equipment.					
2.	Carries out repair jobs on audio-visual equipment.					
3.	Assembles and disassembles audio-video equipment before and after club functions.					
4.	Maintains and repairs built-in Audio and Paging System.					
5.	Perform inventory management of equipments, wirings and accessories to avoid any shortages.					
6.	Test equipments to ensure they are in good and safe working condition					
7.	Troubleshooting equipments and ensuring events run smoothly (sound & video).					
8.	Setup and operate audio visual equipment for trainings, presentations, meeting and conferences.					
9.	Performs any other duties as required by the Club Administration.					

Remarks: