

Code: 0920
Administrative Service
Clerical, Accounting and General Office Group
Audio-Visual Series

CLASS TITLE: **Photographic Technician**

CHARACTERISTICS OF THE CLASS: Under supervision, performs entry-level professional photographic duties in the operation of cameras, the taking of photographs and the processing of film and prints; and performs related duties as required.

ESSENTIAL DUTIES: Photographs people, events and activities in the field; takes studio style portraits of employees for publication and display; operates various types of cameras and photographic equipment; develops color and black and white films using manual or automatic processing equipment; mixes various chemicals such as developers, fixers, stop baths and toners for developing film and photographs; operates color analyzers, slide duplicators, enlargers, movie and video cameras and audio-visual equipment; maintains files of negatives, prints and slides; assists in ordering photographic supplies.

MINIMUM QUALIFICATIONS:

Training and Experience. One year of experience as a professional photographer or photographic laboratory technician, or an equivalent combination of training and experience.

A valid State of Illinois driver's license is required. Must have the permanent use of an automobile that is properly insured including a clause specifically insuring the City of Chicago from accident liability.

Knowledge, Abilities and Skill. Knowledge of basic photographic principles and techniques. Knowledge of black and white and color film and print processing methods. Knowledge of photographic equipment and materials.

Ability to operate a variety of cameras, lenses, and darkroom equipment. Ability to transport equipment and access event sites.

Skill in the application of basic photographic principles and practices. Skill in the use of a variety of photographic equipment. Skill in the development of film and photographs.

Physical Requirements. Ability to frequently lift and carry photographic equipment weighing up to thirty-five pounds.

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CLASS TITLE: **Photographic Technician (Cont'd)**

Working Conditions. Will vary depending on specific work location or assignment. Inside: General office environment or exposure to unavoidable fumes, noise and dust. Outside: Exposure to inclement weather and extreme temperatures.

Equipment. Photographic equipment including cameras, projectors, color printers, black and white and color film processors, duplicating slide machines and related equipment. Standard office equipment.

NOTE: While the list of essential duties is intended to be as inclusive as possible, there may be other duties which are essential to particular positions within the class.

May, 2005
City of Chicago
Department of Personnel