



**STATE OF NEVADA**  
**Department of Administration**  
**Division of Human Resource Management**

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**CLASS SPECIFICATION**

<u>TITLE</u>	<u>GRADE</u>	<u>EEO-4</u>	<u>CODE</u>
<b>EXHIBIT TECHNICIAN</b>	<b>28</b>	<b>C</b>	<b>9.493</b>

Under general supervision, Exhibit Technicians construct, install and dismantle exhibits at a museum or gallery and maintain exhibit facilities and specialized materials and equipment.

Review written or graphic designs of exhibits; purchase needed supplies; consult with supervisor to plan allotted exhibit space; design and sketch exhibit plans; construct exhibit furnishings and cases; draw graphics and other artwork; assemble exhibits; and construct models by carving, sculpting, molding and papier-mâché in order to create appropriate scene or display area.

Install and maintain lighting relating to exhibits; construct exhibit cases, tables and shelving using hand and power tools; paint new construction and other surfaces that need refurbishing; act as liaison with contractors on larger projects.

Create artwork or graphics for promotional brochures, invitations and posters.

Provide general information about exhibits to patrons; store exhibits and related materials; and provide security precautions by enforcing rules and regulations pertinent to facility access.

Perform related duties as assigned.

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**MINIMUM QUALIFICATIONS**

**EDUCATION AND EXPERIENCE:** Graduation from high school or equivalent education and two years of experience in the construction, installation and removal of gallery or museum exhibits; **OR** an equivalent combination of education and experience as described above.

**ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES** (required at time of application):

**Working knowledge of:** shop tools and graphic arts equipment required to fabricate exhibits; appropriate application of cements, glues, surface finishes and paper to various building materials such as wood, metals, and plastics; principles and techniques used in carving, sculpting, molding, papier-mâché and creating graphic designs. **Ability to:** effectively use art related equipment such as drafting, printing, painting, carving and shaping tools; construct or repair furnishings and fixtures associated with exhibits and displays; read and comprehend written instructions and graphic drawings.

**FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES** (typically acquired on the job):

**General knowledge of:** State and departmental purchasing procedures; agency procedures affecting public exhibitions. **Ability to:** transfer abstract ideas into dimensional drawing; prepare scale drawings and models of exhibits.

This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards for positions assigned to this class.

9.493

ESTABLISHED: 7/1/91P  
REVISED: 11/29/90PC  
REVISED: 6/25/04PC  
REVISED: 9/20/19PC