

CLASS TITLE: TELECOMMUNICATIONS TECHNICIAN II

PURPOSE OF THE CLASSIFICATION: Under general supervision performs installation, maintenance and technical repair work involving a wide variety of electronic and microprocessor based telecommunications, safety and security equipment and other related assigned duties.

ESSENTIAL TASKS:

- Performs installation, preventative maintenance, modification and repair work involving a wide variety of various types of stationary and mobile telecommunications equipment, safety equipment, security systems and other types of electronic and microprocessor based equipment
- Maintains test equipment, tools, communication towers and facilities associated with operational concerns of the City departments
- Maintains and updates work records and provides work reports or diagrams as necessary
- Writes reports and completes related paperwork

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

QUALIFICATIONS:

Training and Experience: Graduation from high school or possession of a General Educational Development Certificate (GED) and twelve (12) hours coursework in electronics or related field; supplemented by successful completion of an approved two (2) year training course in electronics and telecommunications technology or other related field; or three (3) years of related work experience; or an equivalent combination of training and experience per Personnel Policies and Procedures, Section 128.

Knowledge, Abilities and Skills: Considerable knowledge of the operating principles of various types of telecommunications electronic and microprocessor based equipment; considerable knowledge of testing, maintenance, installation, and repair practices of such equipment; good knowledge of the safety hazards and precautions of electrical and facilities maintenance work; and good knowledge of the theories, design practices, and systems engineering requirements of telecommunications equipment. Ability to analyze and diagnose problems in telecommunications and other types of equipment; ability to work in hazardous and/or high locations; ability to install, maintain, design, modify, and repair a variety of solid state equipment; and the ability to courteously and tactfully communicate with fellow workers, supervisors, other members of the organization, and the public in giving and receiving information. Must possess skill in the use of various tools and equipment of the trade.

Physical Requirements: Physical requirements include arm and hand steadiness and finger dexterity enough to use a keyboard and telephone; frequent lifting up to 20 pounds, with occasional lifting up to 50 pounds; occasional carrying up to 60 pounds; occasional pulling up to 50 pounds; may be subject to walking, standing, sitting, reaching, balancing, bending, kneeling, crawling, handling, feeling, climbing, smelling, and twisting; and vision, speech, and hearing sufficient to perform the essential tasks.

Licenses and Certificates: Possession of a valid Oklahoma Class "D" Operator's License. Requires possession of a FCC General Radio-Telephone License, APCO Certified Technician License or BICSI Installer certification from an accredited testing agency within one (1) year from date of hire.

WORKING ENVIRONMENT: Working environment is indoors and occasionally outdoors and in inclement weather.

Class Code: 3537

EEO Code: N-03

Pay Code: IT-23

**Group: Engineering, Planning, and Technical
Series: Communications Operations and Maintenance**

Effective Date: September 15, 2014