

PURPOSE OF THE CLASSIFICATION: Under general supervision is responsible for evaluating, designing, and maintaining the City's fiber optic network and continuously seeking ways to enhance the City's technological infrastructure, leading the response team for system outages, overseeing upgrades and installation of network equipment and cabling; and performs other related assigned duties.

ESSENTIAL TASKS:

- Directs and oversees the analysis, evaluation, design, and maintenance of the City's fiber optics network
- Leads the installation, troubleshooting, and maintenance of fiber optic systems, ensuring high-quality service delivery and operational excellence
- Maintains oversight of inventory levels, jobsite conditions, and team activities, ensuring projects are completed on time, within budget, and to the highest standards of quality
- Manages the entire lifecycle of fiber infrastructure projects, including planning, execution, and review, while ensuring compliance with city, state, and federal regulations
- Conducts rigorous quality control assessments to maintain high accuracy in fiber assignments, labeling of fiber trays, and overall system integrity
- Spearheads the development and maintenance of city-wide best practices, standards, and specifications for fiber infrastructure projects
- Verifies the City's Geographic Information systems (GIS) map drawings updates, including fiber, Local Area Network (LAN) and Wide Area Network (WAN) wiring, ensuring accurate and up-to-date documentation
- Directs the installation, maintenance, and upgrading of network equipment and cabling, emphasizing sustainable and scalable solutions
- Leads the response team for system outages, employing advanced diagnostic and repair techniques to minimize downtime and service disruptions
- Reports to work on a regular and timely basis

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

QUALIFICATIONS:

Training and Experience: Must meet the following criteria or an equivalent combination of training and experience per Personnel Policies and Procedures, Section 100:

- (a) Graduation from an accredited college or university with an associate's degree in Computer Science, Information Technology, Telecommunications, or other related fields *preferred* **and**
- (b) Five (5) years' experience relevant to the essential tasks listed in this job description.

Knowledge, Abilities and Skills:

Knowledge of:

- Geographic Information Systems (GIS) for mapping and documenting network infrastructure.
- Methodologies for analyzing, evaluating, and improving network system performance and security
- The basic concepts of project management including planning, execution, monitoring, and closing projects, specifically related to network infrastructure projects
- Local, state, and federal regulations affecting telecommunications infrastructure, as well as industry standards for fiber optics installation and maintenance
- Network design principles, including topology, protocols, and the integration of fiber optics into existing and new networks
- Fiber optic principles, types of fibers, and the applications of fiber optic technology in network infrastructure

Ability to:

- Analyze data, troubleshoot network issues, and make informed decisions based on analysis
- Identify problems, evaluate possible solutions, and implement the most suitable ones
- Remain calm and composed during stressful situations and provide guidance
- Work independently and as a team
- Troubleshoot issues with practical and straightforward approach

Skill in:

- Handling, splicing, and testing fiber optic cables
- Installing and configuring network equipment like routers and switches
- Effective verbal and written communication skills, capable of explaining complex technical concepts to non-technical stakeholders and writing clear and concise reports and documentation

Physical Requirements:

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

Licenses and Certificates:

- a) Possession of a valid class "D" Oklahoma Driver license.
- b) Building Industry Consulting Service International (BICSI) Technician (TECH) certification *preferred*



CLASS TITLE | LEAD FIBER TEHCNICIAN

PAY GRADE: IT-32 | www.cityoftulsa.org/pay

Effective Date: 11/13/2025

CLASS CODE: 3636

WORKING ENVIRONMENT: Working environment is primarily indoors in an office setting and may be required to travel to various City locations.

EEO Code: N-02

Group: Clerical and Administrative

Series: Data Processing and Information Services