CLASS TITLE: **TELECOMMUNICATIONS TECHNICIAN**

DEFINITION: The Telecommunications Technician performs specialized work in the development, installation, repair, alteration, maintenance and modification of district telecommunication systems and equipment; troubleshoots and resolves operating problems.

EXAMPLES OF DUTIES:

- Install and/or repair telecommunication systems such as data, teletype, multi-line telephone systems, all types of PBX's, station equipment, switching equipment and mobile radio equipment
- Read, review, interpret and work with repair orders, work sheet schematics, circuit diagrams, blueprints and equipment manuals
- Prepare diagrams for new installations
- Install, test, calibrate and repair telecommunication systems using electronic testing devices and precision tools such as frequency and data signal generators, transmission measuring tests, volt-ohm meters, etc
- Align, adjust and calibrate equipment according to specifications
- Perform operational tests to insure telecommunication systems and associated equipment are functioning properly
- Apply knowledge of functional operation of systems and equipment to diagnose cause of malfunctions
- Perform follow up and checks on new equipment and systems
- Receive trouble/repair reports and test services reported in trouble
- Replace defective components and wiring and adjust or repair mechanical parts
- Perform work required to modify and expand services
- Establish priorities, assign, inspect and direct the work of other technical personnel
- Coordinate and oversee work performed by outside agencies or vendors
- Disassemble, inspect, clean, lubricate and adjust equipment and perform other periodic, scheduled maintenance
- Determine feasibility of repair or replacement; estimate cost of time, material, replacement or repair
- Contact vendors for warranty work when appropriate
- Clarify plans and specifications
- Obtain interpretations on contract documents; keep detailed records of all work activities and warranty dates for new equipment
- Perform other related duties as assigned.

DESIRABLE QUALIFICATIONS:

Training and Experience: Any combination of training and experience equivalent to graduation from high school including college-level course work in telecommunications systems or closely related field and four years telecommunications experience in a highly technical and extremely complex communications environment.