

EL DORADO IRRIGATION DISTRICT
Class Specification

CLASS TITLE: Telecommunications Technician

DEFINITION

Under general supervision performs responsible and technical duties related to the installation, repair, testing, and maintenance of District telecommunication data sites related to the operation of water and wastewater treatment plants and the District's hydroelectric power generation plant.

DISTINGUISHING CHARACTERISTICS

This is the journey level class. Employees within this class perform the full range of duties as assigned including the installation and repair of telecommunication devices associated with District facilities. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Drinking Water Operations Manager. May receive technical and functional supervision from the Senior Process Control Technician.

EXAMPLES OF ESSENTIAL DUTIES: *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

Develops schedules and methods to accomplish assignments ensuring work is completed in a timely and efficient manner.

Assists in the development and implementation of a preventative maintenance program.

Prepares reports and maintains records associated with assigned responsibilities.

Installs, tests, maintains and repairs various telecommunication equipment, such as licensed and spread spectrum radio, cellular communication, leased, and fiber optic lines; maintains telecommunication lines related to SCADA operations.

Coordinates with the Federal Communication Commission (F.C.C.) on proposed sites; collects and submits data for licenses and obtains communication authorization; maintains current F.C.C. licenses and applies for new licenses.

Makes repairs to and upgrades mobile and portable voice radios.

Performs radio/data path studies for new and existing sites.

Performs work related to the installation, testing, repair and maintenance of telecommunication equipment.

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Installs, tests, calibrates and maintains SCADA process control equipment.

Performs frequency checks on portable, mobile, base and fixed operational radio transmitters according to F.C.C. regulations.

Prepares designs, schematics, and drawings for new and upgraded sites; performs installation and/or coordinates and inspects installation performed by contractors.

Builds and maintains positive working relationships with co-workers, other District employees and the public using principles of good customer service.

Performs related duties as assigned.

QUALIFICATIONS

Knowledge of:

Principles and practices of F.C.C. regulations pertaining to the operation and maintenance of radio transmitters, analog and digital telemetering systems, frequency shift tone equipment and SCADA equipment. Principles, methods, tools, materials and equipment used in the installation, testing, maintenance and repair of communication and control systems. Electrical and electronic theory. Radio frequency principles, including transmission lines and emission, as well as digital and display technology. Principles, practices, and procedures of electronic circuitry systems and electronic systems as applied to communications installation, maintenance, and repair. Tools, methods, and equipment used in communications systems testing and repair. Occupational hazards and standard safety precautions required in electrical and electronic work. Occupational hazards and standard safety precautions required for the operation of bucket trucks or manlifts. Federal Communication Commission rules and regulations. Laws, ordinances, and regulations pertaining to communication systems installation and operation.

Skill/Ability to:

Perform complex duties related to the installation, testing, maintenance and repair of a variety of telecommunication equipment. Ability to fabricate process control panels. Interpret plans and schematic drawings. Troubleshoot difficult operational issues quickly to minimize downtime. Diagnose a variety of electronic problems or potential problems and take steps to effectively resolve them. Prepare schematics and drawings using computer software. Program radio/data systems per District requirements. Establish and maintain effective working relationships with those contacted in the course of work. Ability to maintain reliable attendance is a condition of employment, subject to applicable medical and disability leave laws. Communicate clearly and concisely, both orally and in writing. On a continuous basis, know and understand operations, and observe safety rules; intermittently analyze problem equipment; identify and locate equipment; interpret work orders; remember equipment location; and explain jobs to others. Intermittently, sit while studying or preparing reports; walk, bend, squat, climb, climb ladders/towers to heights of greater than 50 feet, kneel and twist when performing installation/repair of equipment; perform simple and power grasping, pushing, pulling, and fine manipulation; and lift or carry weight of 50 pounds or less.

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Experience and/or Education:

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience:

Two years of responsible experience that involves the installation, maintenance, testing and repair of a variety of telecommunication equipment associated with utility operations.

Education:

Equivalent to the completion of the twelfth grade supplemented by specialized training in the telecommunications field.

SPECIAL QUALIFICATIONS

License and Certificate:

Possession of, or ability to obtain, a valid California driver's license at the time of appointment. Individuals who do not meet this requirement due to physical disability will be reviewed on a case-by-case basis.

Possession of a certificate of completion from a recognized telecommunication apprenticeship program or equivalent verifiable training.

Federal Communication Commission Radiotelephone License with radar endorsements.

Employees in this classification whose job duties require internet connectivity or the use of a District laptop and air card while on standby must provide and utilize, at their sole expense, a functionally reliable personal internet connection or District provided reliable air card with a District-provided laptop to facilitate District stand-by business.

 _____ Director of Human Resources	<u>02/26/2022</u> Date
Established: 08/18/2009 Revised: 09/17/2013, 02/26/2022 FLSA: Non-Exempt Unit: Safety	