

## CLASSIFICATION SPECIFICATION

<b>FLSA:</b>	<b>NEXP</b>	<b>Job Code:</b>	<b>ACV62339</b>
<b>Job Class Code:</b>	<b>800</b>	<b>Salary Schedule:</b>	<b>AREG</b>
<b>EEO Category:</b>	<b>03</b>	<b>Grade:</b>	<b>16</b>
<b>Workers Comp Code:</b>	<b>9410</b>		

<b>Job Code Established:</b>	<b>08/18/87</b>	<b>Effective Date:</b>	
<b>Job Code Revised:</b>	<b>09/28/92</b>	<b>Effective Date:</b>	

**JOB CODE SERIES:** Building and Industrial Trade Series

**JOB CODE TITLE:** TELECOMMUNICATIONS EQUIPMENT TECHNICIAN

**HRIS TITLE:** TELECOM EQP TECH

**CHARACTERISTICS OF THE CLASS:** Works under general supervision. Has the authority to determine the most effective and efficient methods for installations and repairs; to requisition parts and materials. Installs, diagnoses problems, repairs, tests and maintains telecommunications station terminal equipment including non-key, key and electronic sets; installs cable and station wiring, determines needs and requisitions parts and materials; maintains records. Work product consists of telecommunications equipment installed and repaired; (desired) improved service to meet State agencies' requests for communications services; (desired) reduction and stabilization of communications costs. Responsible for timely, accurate and efficient work; for the maintenance of test equipment and tools.

**EXAMPLES OF DUTIES:** Analyzes work orders and determines method, materials, and time required for completion. Installs terminal equipment, cable, and station wiring. Tests to determine source of trouble for out of service telephone equipment; repairs or refers to appropriate telecommunications vendor. Modifies wiring system to meet specific needs. Determines needs and orders cable, terminal strips, connecting devices, station wiring apparatus, etc., for daily requirements and to maintain proper inventory level. Prioritizes daily activities in order to complete maximum number of work orders. Maintains test equipment and tools. Maintains records on equipment and physical cable system for inventory control and management information. Performs related work as required.

**WORK CONDITIONS:** Considerable crouching, stooping, climbing, crawling and lying on floor or ground.

### **KNOWLEDGE, SKILLS AND ABILITIES:**

**Knowledge of:** procedures and techniques of installing, testing and repairing of telecommunications equipment; design, construction, operation and maintenance of communication systems; policies and procedures established for the work unit.

**Skill/Ability to:** installing and repairing telecommunications terminal equipment and associated cable; testing telecommunications equipment and diagnosing malfunctions; reading and interpreting electrical blueprints; interpersonal relations as they relate to the work unit and system users.

**Experience and Education:** Typical ways to obtain the KSAs would be:

- Two years experience in the installation and repair of telecommunications equipment which included at least one year in a central electronic switching system environment.
- Any combination of training and experience that meet the knowledge, skills, and abilities (KSAs) may be substituted.