

COMMUNICATIONS EQUIPMENT TECHNICIAN

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for the installation, repair and maintenance of various communications systems in the County Fire Control Office, Sheriff's Department, Highway Department and the Civil Defense Office. Employees in this class are responsible for the adaptation of new equipment as well as the improvement or modification of existing equipment. Supervision is received by a Committee of the Board of Legislators. Supervision is not a function of this position. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Repairs and services radio transmitters, receivers and peripheral equipment in base stations and mobile units;  
Installs fixed and mobile transmitters and frequency monitors;  
Maintains Civil Defense equipment including siren decoders and auxiliary generator;  
Maintains closed-circuit TV equipment in jail and remote sites;  
Prepares and files license renewal applications for all county equipment requiring such licenses;  
Makes periodic tests of equipment and transmitter frequency as required by the F.C.C.;  
Adapts special electronic equipment to meet extraordinary needs;  
May assist department heads in answering F.C.C. notices of violation;  
May perform frequency tests on town or village fire trucks;  
Requisitions supplies and necessary parts and equipment;  
Keeps records of installation and repair work performed;  
Inspects radio building and tower for needed maintenance and repair;  
Makes repairs to tower and building;  
Consults with agency heads and Legislative committees regarding budgetary allocation for equipment maintenance and replacement;  
Prepares billing invoices for services rendered to various county agencies and other municipalities;  
Conducts special technical surveys to determine and maximize proposed and actual systems efficiency.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the operation, installation, maintenance and repair of fixed and mobile radio transmitters and receivers and closed-circuit TV equipment; thorough knowledge of the common practices, procedures, tools, equipment and safety precautions used in radio repair field including working on high-voltage equipment; good knowledge of the rules and regulations of the F.C.C. as related to radio installation, operation and maintenance; ability to operate radio equipment; ability to work in adverse weather conditions; ability to troubleshoot and correct problems; ability to plan and conduct routine preventive maintenance; ability to understand and follow complex oral and written instructions; willingness to work long hours in emergencies; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- (a) Graduation from high school or possession of high school equivalency diploma and four years of experience in the repair and maintenance of radio transmitting and viewing equipment and peripheral equipment; or
- (b) Six years of experience as defined in (a).

NOTE: Equipment in use as of 6/88

- 1. Base stations; remote base stations (Hi & Low ban)
- 2. Mobile units
- 3. Deskon units/Remote Control Units
- 4. Walkie talkies/Portables/Pagers
- 5. Remote console AM/FM radio system (Public Safety)
- 6. 110 volt recharger units
- 7. Electronic sirens/public address units (Emergency Vehicles)
- 8. Twinsonic light assemblies (Emergency Vehicles)
- 9. Scanners, monitors, and antennas
- 10. Emergency operation antenna (Civil Defense, E.O.C.)
- 11. CB radio and antennas
- 12. Ce-code (selective call system) (Fire/Civil Defense Warning Systems)
- 13. Encoder (Fire/Civil Defense Warning)
- 14. Emergency generator (at towers, Public Safety Building, Civil Defense, E.O.C.)
- 15. Closed circuit television monitors, camera and monitor repair equipment.