

FRESNO UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Telecommunications Technician	REPORTS TO:	Assigned Supervisor
DEPARTMENT:	Maintenance	CLASSIFICATION:	Classified
FLSA:	Non-Exempt	WORK YEAR:	261 Days
BOARD APPROVAL:	May 19, 2021	SALARY:	FTA – Trades Hourly Salary Schedule Grade M-46

Basic Function:

Provide technical support, service and maintain District electronic systems and telecommunications equipment; expand telephone networks and related systems.

REPRESENTATIVE DUTIES: (Persons employed in this position may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge or abilities with this classification, but is intended to accurately reflect the principal job elements.)

Provide technical support, service and maintain District electronic systems and telecommunications equipment; prioritize, organize and schedule work according to established procedures and time schedules. *E*

Design wire plans according to specifications and location of telephones. *E*

Install and pull color-coded wire in buildings and facilities from minimum point of entry; install switch and key systems; program telephones; install and cable telephones. *E*

Expand telephone networks as necessary; add and relocate new or existing telephone systems. *E*

Operate a variety of specialized hand and power tools and equipment. *E*

Troubleshoot and identify telephone system malfunctions and failures. *E*

Communicate with District personnel and provide technical information related to the operation of systems and provide assistance as necessary. *E*

Recycle defective and obsolete telephone equipment; return to manufacturer for repair and replacement as appropriate.

Perform related duties as assigned.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school and three years of journey-level installing and maintaining telecommunications equipment.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license. Incumbents must pass a color blindness and hearing test; successfully pass a Class B physical exam.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Telecommunications terminology.

Methods and materials used in the installation of electronic equipment and systems.

Laws, rules and regulations related to assigned activities.

Proper color coding for wire installation.

Technical aspects of field of specialty.

Interpersonal skills using tact, patience and courtesy.

ABILITY TO:

Provide technical support, service and maintain District electronic systems and telecommunications equipment.

Expand telephone networks and related systems.

Troubleshoot and identify telephone system malfunctions and failures.

Read blueprints, drawings and sketches.

Maintain current knowledge of technological advances in the field.

Analyze situations accurately and adopt an effective course of action.

Observe legal and defensive driving practices.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor and outdoor work environment; driving a vehicle to conduct work.

PHYSICAL ABILITIES:

Climbing ladders and working from heights; standing for extended periods of time; kneeling or crouching; carrying, pushing or pulling wire; seeing to determine correct colors; lifting heavy objects; reaching overhead, above the shoulders and horizontally; dexterity of hands and fingers to operate specialized equipment.

HAZARDS:

Electrical power supply and low voltage; working at heights and in a cramped or restrictive work chamber.

Fresno Unified School District is an Equal Opportunity Employer and reasonable accommodations are made under the Americans with Disability Act as required by law.

E = Essential Functions