

PURPOSE OF THE CLASSIFICATION: Under general supervision performs installation, maintenance, and technical repair work on Land Mobile Radio (LMR) systems and other various types of electronic and microprocessor-based systems and equipment; and other related assigned duties.

ESSENTIAL TASKS:

- Performs installation, preventative maintenance, and repair work involving various types of emergency equipment and electronics into first responder vehicles and other City vehicles as needed.
- Installs necessary electrical components, performs soldering and all physical tasks associated with modifying vehicles for the installation of electronic equipment to meet the customers' needs
- Develops wiring routes throughout vehicles to provide for the most efficient wiring paths and to enable future replacement and troubleshooting
- Participates in continuous education in applications of new products as approved by management
- Assists with keeping an adequate inventory of parts, shipping and receiving and conducting inventory as needed
- Evaluates problems and prioritize tasks to meet the need of customers to meet deadlines
- Assists other department's support personnel in trouble shooting and resolving problems
- Maintains test equipment, tools, communication towers, and facilities associated with operational concerns of the City departments
- Maintains and updates work records and provides detailed work reports, schematics, and block diagrams as necessary
- Reports to work on a regular and timely basis

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

QUALIFICATIONS:

Training and Experience: Must meet one of the following options or an equivalent combination of training and experience per Personnel Policies and Procedures, Section 128:

1. (a) Graduation from high school or possession of a General Education Development Certificate (GED); **and**,
(b) Two (2) years of experience relevant to the essential tasks listed in this job description; **or**
2. (a) Completion of thirty (30) hours from an accredited college or university; **and**
(b) One (1) year experience relevant to the essential tasks listed in this job description

Knowledge, Abilities and Skills:

Knowledge of:

- Good knowledge of electronics communication theory including direct current (DC) principles, electrical wiring and cabling for automotive or marine applications, and the equipment used in the diagnosis and resolution of electrical equipment failure
- Good knowledge of the operating principles of various types of electronic and microprocessor based equipment
- Good knowledge of testing, maintenance, installation, and repair practices of such equipment;

Ability to:

- Ability to use various software programs related to equipment inventory and work orders
- Ability to interpret and analyze data related to equipment malfunction and failure
- Ability to work in hazardous and/or high locations; Ability to install, maintain, design, modify, and repair a variety of solid-state equipment



Class Code: 3590

CLASS TITLE | LAND MOBILE RADIO TECHNICIAN I

PAY GRADE: IT-20 | www.cityoftulsa.org/pay

Effective Date : 07/30/2022

- Ability to courteously and tactfully communicate with fellow workers, supervisors, other members of the organization, and the public in giving and receiving information.

Skill in:

- Skill in the use of various tools and equipment of the trade.

Physical Requirements: Physical requirements include arm and hand steadiness and finger dexterity enough to use a keyboard and telephone; frequent lifting up to 20 pounds; occasional carrying, pushing, and pulling up to 30 pounds; may be subject to walking, standing, sitting, reaching, balancing, bending, kneeling crawling, handling, feeling, climbing, smelling and twisting; and vision, speech and hearing sufficient to perform the essential tasks.

Licenses and Certificates: Possession of the following:

1. A valid Class "D" Oklahoma Driver license; **and,**
2. Possession of a Federal Communications Commission (FCC) General Radio-Telephone License or certification from an accredited testing agency within one (1) year from date of hire.

WORKING ENVIRONMENT: Working environment is primarily indoors and occasionally outdoors and in inclement weather. Technicians may be required to be on call, which includes overtime with little or no notice.

EEO Code: N-03

Group: Engineering, Planning, and Technical

Series: Communications Operations and Maintenance