



Fiber Optics and Cabling Specialist

Job Description

Department: Public Works
Position: Career Service
Starting Step: 45, Table 14
Supervisory: No
Reports to: Division Manager - Communications

Summary

Under general direction of the Division Manager – Communications, installs, maintains, updates, and repairs Utah County’s telecommunication cabling infrastructure.

Essential Functions

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

1. Assist with design, creation, and implementation of standards and specifications for the cabling infrastructure of all County facilities and outside plant telecommunications cabling.
2. Design and develop improvements for the cabling infrastructure throughout the county and within all facilities.
3. Maintain all documentation of the cabling infrastructure including schematics and layouts of the network as well as test documentation and usage of all circuits.
4. Install cabling throughout the network and make all appropriate terminations and splices.
5. Supervise and direct cabling projects as directed by the Division Manager. Inspect and monitor the progress of larger projects performed by outside contractors to ensure compliance with County standards and specifications.
6. Ensure that all cable location requests (Blue Stakes) are carried out and completed promptly and accurately.
7. In coordination with the Division Manager, requisition and purchase necessary materials, equipment, parts, and supplies. Assist with preparation of bids, and attend meetings with vendors to discuss projects and upcoming bids.
8. Attend meetings with other agencies to discuss ongoing work projects, and conduct weekly meetings with division to discuss current projects, assign jobs, follow up on tasks, etc.
9. Attend seminars, conventions, & training classes to stay up to date with the latest technologies, innovations and industry trends.
10. Perform testing and troubleshooting of the network to ensure that it meets performance specifications. Make any repairs needed to maintain system reliability.
11. Assist with design and implementation of new systems and system upgrades. Provide ideas for system improvement.
12. Assist with telephone system moves and changes, radio equipment installations, mountain top transmitter site work, dispatch and E-911 equipment maintenance, and other duties as assigned.

For Office Use Only

Class Code: 3114
Class Title: Fiber Optics and Cabling Specialist
FLSA: Non-Exempt
Effective Date: 7/20/2017
Public Safety: No

Worker’s Compensation: County
Background Level: I
Safety Sensitive: Yes
DOT: No

Knowledge, Skills, and Abilities

Knowledge of operation and safety principles associated with aerial lifts
Knowledge of cable termination techniques for twisted pair, coaxial, and optical fiber
Knowledge of in-building and campus backbone cabling systems, telecommunication service entrance and termination, fire stopping techniques, and cable preparation
Knowledge of principles of aerial plant, underground, and buried cable construction and installation
Knowledge of grounding, bonding, and electrical protection principles
Knowledge of telecommunications equipment, design, structure, and function
Knowledge of testing equipment including optical power meter, OTDR, and fusion splicer
Skilled in mechanical and welding practices
Skilled in word processing and basic computer programs
Skilled in interpersonal communication
Skilled in analytic problem solving
Skilled in soldering and component repair
Skilled in reading, writing, and basic math
Ability to identify and resolve problems on a systems level
Ability to design and implement new systems, systems upgrades, and ideas for system improvement
Ability to discern and differentiate the colors of the standard telecommunications color code
Ability to maintain cooperative working relationships with those contacted in the course of work activities

Supervisory Responsibility

This position has no direct supervisory responsibility, but does serve as a coach and mentor for other positions in the department.

Work Environment

This job operates in a professional office environment, but work is performed for sustained periods outdoors and occasionally in hot, cold, or inclement weather. This job occasionally exposes incumbent to conditions such as fumes, noxious odors, dusts, mists, gases, poor ventilation and hazardous chemicals. This position occasionally exposes incumbent to possible bodily injury from moving mechanical parts of equipment, tools, or machinery. This role requires the use of protective devices such as masks, goggles, and gloves. Incumbent may be exposed to possible bodily injury from exposure to high-power radio frequency emissions, high power light sources and invisible laser radiation. This job occasionally exposes incumbent to possible bodily injury from electrocution hazard when working near power lines. This role routinely uses standard office equipment such as a laptop, desktop, smartphone, photocopiers, shredders, and filing cabinets. The noise level in the work environment is usually very noisy. This role regularly drives a motor vehicle.

Physical Demands

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The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is required to use manual dexterity to handle, feel, and operate objects, tools and controls, and reach with hands and arms. This employee is frequently required to stand, walk, talk, and hear. Specific vision abilities by this job include close vision and ability to adjust focus. The employee is required to type, file and lift supplies or equipment up to 100 pounds.

Position Type/ Expected Hours of Work

Incumbent must work 40 hours each week to maintain full-time status. There is availability to work out a flex schedule ahead of time that works for both the County and the employee. Occasional evening and weekend work may be required as job duties demand.

Travel

This position requires up 5 percent travel.

Required Education and Experience

1. Associate's degree in Electronics or closely related field
2. Six (6) years of work experience performing telecommunications installation and maintenance activities
3. Equivalent combinations or education and work experience may also be considered

Additional Eligibility Qualifications

1. Applicants must possess a valid driver's license and obtain a valid State of Utah driver's license within 60 days of employment
2. Selected applicants must obtain BICSI, ETA, or equivalent certification during the probation or trial period
3. Selected applicants may be subject to, and must pass, a background check

AAP/EEO Statement

It is the policy of Utah County Government to assure equal employment opportunity to its employees and applicants for employment without regard to race, color, religion, national origin, disability, age, sex, sexual orientation, genetic status or gender identity.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee of this job. Duties, responsibilities, and activities may change at any time.

Utah County Government is a drug-free workplace.

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Below is to be completed after an offer has been extended and accepted.

Signatures

This job description has been approved by all levels of management:

Manager _____

Department Head _____

HR Director _____

Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position

Employee _____ Date _____

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