

Wright State University
CLASSIFIED JOB SPECIFICATION
Telecommunication Cable Plant Engineer

I. JOB INFORMATION

Job Title: Telecommunication Cable Plant Engineer (CS 18)

Job Class: 21313

FLSA Status: Non-Exempt

II. JOB SUMMARY

Under administrative direction and in accordance with accepted practices, uses independent judgment in implementing and supervising the installation of cable by university employees, contractors, or others to ensure compatibility with cable and systems in place.

III. PRIMARY DUTIES AND RESPONSIBILITIES

- Evaluates and maintains existing telecommunication infrastructure to ensure a reliable transmission system.
- Trains, supervises and evaluates telecommunication personnel in general installation practices and procedures. Assigns daily work schedules.
- Develops system specifications and cost estimates for installation of cable for voice, video or data transmission. Provides billing information as needed.
- Coordinates installation of telecommunication wiring with telecommunication personnel, project engineer and other campus facilities staff.
- Interacts with campus departments, physical plant, and various contractors to facilitate integrated systems and facilities development.
- Troubleshoots and repairs systems as necessary.

Note: This is not an inclusive list of duties and responsibilities.

IV. MINIMUM EDUCATION, EXPERIENCE, KNOWLEDGE, SKILLS, AND ABILITIES

A high school diploma or GED and six years (FT) of related work experience OR, two years of post-secondary education and four years of (FT) related work experience. Three (3) years experience in a multi-building environment with an advanced Telecommunication Experience with contractor supervision and project management of large installations, and with maintenance standards and procedures. Ability to read architectural, electrical, and mechanical blueprints. Must be knowledgeable of "NEC " Telephone equipment and be able to assign maintenance and repair work orders. A working knowledge of personal computers, and communications software as well as fiber optic installation and maintenance procedures. Excellent interpersonal, verbal and

written communication skills. Ability to work effectively with vendors and other Telecom staff during the installation and maintenance of hardware, software and equipment.

V. WORKING CONDITIONS

There are conditions, equipment and materials, present which require proper handling to ensure safety.

VI. WSU TESTING/EXAMINATIONS REQUIRED

None

VII. CERTIFICATIONS OR LICENSURE(S) REQUIRED*

Must possess a valid United States driver's license for at least one year and maintain eligibility to operate University motor vehicles.

VIII. JOB SERIES

21300

This specification is intended to illustrate the level of complexity and kinds of job duties that may be assigned to positions with this classification title, and should not be interpreted to describe all the duties that may be included in a job description.