

RADIO TECHNICIAN 1

KIND OF WORK

Technical maintenance and repair work on electronic communications equipment.

NATURE AND PURPOSE

Under immediate supervision, an employee in this class is responsible for installing, maintaining, and repairing mobile and base station radios, telephone systems, computer radar equipment, and related electronic communications hardware. Makes calibration checks of test equipment, making approved modifications and alterations to system hardware. Maintains inventory of parts and supplies. Performs related work as required. This classification differs from a Radio Technician 2 in that it does not perform advanced level repairs, and does not operate under general supervision, but requires immediate supervision by other higher level Radio Technicians.

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

Install, repair, and maintain electronic radio equipment in vehicles and buildings so that effective communications are maintained in compliance with FCC regulations by making performance checks on equipment installations; repairing base radio equipment; replacing and repairing electronic radio equipment in vehicles; examining, cleaning, and replacing parts, wiring, cable, surge protectors, and power lines; providing user instruction in operating electronic communication equipment; logging results of technical performance measurements on electronic equipment.

Calibrate test equipment required for installation, maintenance, and repair so that equipment complies with FCC frequency tolerances for radio transmitters by comparing frequency measuring equipment with the national standards; tuning and adjusting electronic equipment; reporting equipment deficiencies to supervisor; measuring equipment performance.

Alter and/or modify electronic communications equipment so that intended communications results are achieved by making minor modifications to existing systems; modifying or replacing equipment as approved by supervisor; ensure that equipment is operational and reliable.

Install, repair, and maintain electronic communication hardware so that equipment functions to its fullest capacity by servicing public address systems; repairing and maintaining sirens and speed measuring devices, such as computer radar; making periodic checks, assuring continuous operation; assuring proper preventive maintenance on electronic communication equipment.

Maintain parts inventory so that equipment repairs can be completed as needed by recording all parts used in repair work; advising supervisor when parts are needed for repairs; assisting in performing inventory tasks.

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED

Knowledge of:

Standards and practices of installation, repair, and maintenance of electronic communication equipment sufficient to ensure effective and efficient operation of such equipment.

FCC rules and regulations governing usage and repair of electronic communication equipment sufficient to comply with federal transmitter tolerances.

Tools and equipment used in the repair and maintenance of electronic communication hardware sufficient to make use of proper tools and equipment in the repair and maintenance of such hardware.

Skill in:

Operating measuring devices sufficient to calibrate electronic product servicing equipment.

Ability to:

Troubleshoot problems within electronic communications equipment sufficient to identify and resolve malfunctions independently and ensure system operation.

Understand and follow oral and written directions sufficient to carry out electronic communication equipment installation, maintenance and repair.

LEGAL OR LICENSURE REQUIREMENTS (These must be met by all employees prior to attaining permanent status in the class.)

Possession of a second class FCC Radio Telephone Licence.

Est.: 04/68
Rev.: 08/91

T.C.: 04/84
Former Title(s): Radio Technician