

**MAJOR FUNCTION**

This is skilled technical work requiring an extensive understanding of a wide variety of vehicles and their electrical systems. This incumbent is engaged in the installation, removal, and modification, mounting and placement of radio equipment, Mobile Data Computers (MDC), Global Positioning Systems (GPS) location technology and public address systems. Work is performed with considerable independence and is reviewed through observation and quality audit of results obtained.

**ESSENTIAL AND OTHER IMPORTANT JOB DUTIES****Essential Duties**

Installs and removes radio MDC and GPS antennas, speakers, microphones, brackets, radio equipment, mobile data computers, modems, brackets, and mounts sirens, emergency lights, public address systems, and other related equipment on and in City vehicles. Obtains and maintains parts for vehicles, removals, or installations. Helps develop Method Of Procedure and standard installations configurations for all electrical wiring, mounts and equipment. Orders and stocks all necessary parts for installation and maintenance. Maintains work area to ensure clean and safe working environment. Prepares necessary reports and records. Assists at all sites with equipment installation and system support. Assists and participates with Radio Communications Division staff for deployments for Emergency Management and Disaster remediation activities and training exercises. Performs related work as required.

**Other Important Duties**

Assists Radio Communications Technicians in installing and removing other related electronics equipment at fixed sites throughout the City. Assists in shop custodial work. Performs related work as required.

**DESIRABLE QUALIFICATIONS****Knowledge, Abilities and Skills**

Knowledge of computer operations. Knowledge of the basic tools, materials, safety procedures, and wiring necessary for installing radios, microphones, antennas, electronic controls, sirens, electrical wiring and proper grounding techniques and emergency lights in vehicles, and other related equipment in radio sites, equipment shelters, mobile equipment and offices. Basic knowledge of AC and DC electrical wiring and tools and materials necessary for electrical wiring. Ability to work from schematic drawings or sketches. Ability to follow oral and written instructions with limited supervision.

**Minimum Training and Experience**

Possession of a high school diploma or an equivalent recognized certificate and one year of experience that includes installing two-way radios, mobile data computers or electronic equipment in vehicles, or technical experience that includes the maintenance and repair of electronic and electrical equipment relating to the transmission and distribution of electrical power, signaling or messaging technology; or experience that includes commercial or industrial electrical installation and repair; or an equivalent combination of training and experience. Directly related experience may be substituted on a year-for-year basis for the required education.

**Necessary Special Requirements**

Must possess the appropriate State Commercial Driver License (CDL) and endorsement(s) at the time of appointment, or must possess a CDL permit at the time of appointment and obtain the appropriate CDL licensure within 60 calendar days from date of employment, as a condition for continued employment.

Established: 09-11-80  
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