



City of Kalispell

FLATHEAD EMERGENCY COMMUNICATIONS CENTER Position Vacancy Announcement

POSITION: Wireless Communications - Network Technician DATE OPENED: 5/1/18

DEPARTMENT: Flathead 911 CLOSING DATE: 6/1/18

If you have any questions about this position vacancy, call: (406) 758 - 2494

NUMBER OF POSITIONS OPEN: 1

BARGAINING UNIT: _____

FULL TIME

REGULAR
(YEAR ROUND POSITION)

IF APPLICABLE:
TRAINING WAGE: \$ _____ per _____

PART TIME

SEASONAL

STARTING WAGE: \$ 20.91 per Hour

TEMPORARY

SALARY AT:

1 YEAR STEP: \$ 22.07 per Hour

2 YEAR STEP: \$ 23.23 per Hour

3 YEAR STEP: \$ 24.60 per Hour

VISIT https://flathead.mt.gov/human_resources/downloads.php FOR BENEFIT INFORMATION.
SEE ATTACHED JOB DESCRIPTION. Additional information:

Under the direct supervision of the 911 Communications Systems Manager and the 911 Technology Program Manager, this position is responsible for technical support for both the land mobile radio system and the computer technology system at the Flathead Emergency Communications Center (FECC). This position maintains two-way radio and communications equipment, as well as computer systems necessary for emergency services including; Computer Aided Dispatch (CAD), Emergency Medical Dispatch (EMD), Records Management System, radio software and 9-1-1 telephony. A professional atmosphere must be maintained at all times.

APPLY FOR THIS POSITION AT FLATHEAD COUNTY'S WEBSITE:
https://flathead.mt.gov/human_resources/apply/

ALL COMPLETED APPLICATIONS MUST BE SUBMITTED ELECTRONICALLY THROUGH FLATHEAD COUNTY'S WEBSITE BY 5:00 PM ON THE CLOSING DATE. Paper, faxed or email applications will not be accepted.

Flathead Emergency Communications Center's pre-employment process includes reference checks and criminal history checks. A record of criminal conviction will not necessarily bar you from employment. Depending on the position, the pre-employment process may also include skill testing and drug/alcohol testing.

FLATHEAD EMERGENCY COMMUNICATION CENTER IS AN EQUAL OPPORTUNITY EMPLOYER

Wireless Communications – Network Technician

NATURE OF WORK:

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Representative Examples of Work: (Only major tasks are identified)

- Install, configure, operate, test and maintain land radio equipment in support of public safety operations in Flathead County, including encoders/decoders, multiplexing devices, routers, switches and other associated hardware utilizing diagnostic equipment and computer programming applications.
- Apply technical knowledge of electronics, telecommunications, and networking principles to solve problems utilizing diagrams, schematics, engineering data, and test equipment including but not limited to Network Analyzers, Spectrum Analyzers, Noise Figure Meters, Signal Generators, Power Meters, Oscilloscopes, DMMs, and other assigned equipment.
- Perform installation, splicing and repair, block punch down and network cabling.
- Installs hardware and peripheral components such as monitors, keyboards, printers, disk drives, servers, power supplies and Mobile Data Terminals.
- Participates in the after-hours on-call rotation schedule for technology and radio systems.
- Loads software packages for Law Enforcement, Fire, EMS, and EOC applications such as CAD, Records Management (RMS), CJIN, voice logging application, imaging, radio software, MDT, and 9-1-1 telephony.
- Assists in periodic maintenance duties including backup power generation system, uninterruptible power supplies, and air conditioning and HVAC systems, as well as any other facility, grounds and vehicle maintenance as needed.
- Other duties may be assigned.

Selection Factors (These factors will be the basis for selecting the most qualified applicants to be interviewed. Applicants selected for employment must satisfactorily demonstrate possession of these factors.)

Knowledge of:

- P25 radio systems
- TCP/IP, WAN/LAN technologies for networking, routers and switches
- Internet Protocol, switched and routed networks
- Computers, operating systems and network configuration

Skill in:

- Installations of land mobile radios, portable radios and mobile computer systems

- Wireless equipment i.e.: Base Transmitters, antenna systems, microwave networks
- Equipment repair or system troubleshooting using a service manual and test equipment.
- Good communication skills, ability to interact with public safety agency personnel and staff, even in difficult situations.

Ability to:

- Work on and repair backup power systems to include chargers, batteries and all associated equipment.
- Work on tower based antenna and communications equipment.
- Read and comprehend schematic drawings
- Work within established safety and quality standards and work with minimum supervision.
- Travel in or on company vehicles, ATVs, snowmobiles and livestock, to remote sites to maintain communications infrastructure, must be able to lift 75 pounds. Travel may be required to other radio locations in the State.
- Obtain a tower climbing certification from an approved certifying agency.

General Recruitment Indicators: (Person applying for a position in this class should have the following experience and/or training)

Graduate from an accredited two-year technical school with course in Basic Electronics, networking, and telecommunications or equivalent military training. Other experience which indicates possession of the knowledge, skills and abilities listed will be considered. This position must have demonstrated communication skills in technical writing and in personnel interaction. The ability to obtain a current State of Montana vehicle operator's license from the Department of Justice Motor Vehicle Division is required.

Action	Date	Reference
Adopted	1/11/2012	FECC Board Minutes
Revised	10/10/2012	FECC Board Minutes
Revised	12/11/2013	FECC Board Minutes
Revised	9/10/2014	FECC Board Minutes