



Position Description

CATV Installer

GENERAL PURPOSE

Performs a variety of tasks associated with the construction, installation and service of a fiberoptic CATV system including new installations, reconnections, disconnections, collections and service upgrades/downgrades; provides excellent customer service and practices proper sales and public relations techniques while performing job duties.

SUPERVISION RECEIVED

Works under the immediate supervision of CAN System Engineer.

SUPERVISION EXERCISED

None. May assist in training of new employees or part-time, temporary employees.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Constructs, installs and services cable television and related services installations, including new installations, disconnections, relocations and terminal device installation according to industry and departmental specifications.

Demonstrates, discusses and increases sales volume through direct sales efforts for cable television and related services to subscribers and potential subscribers.

Maintains current knowledge of local underground ordinances, state and federal codes and general practices and requirements of utilities concerning cable television and related services installations, assuring compliance with established departmental engineering and installation policies.

Maintains a variety of records relating to daily activities.

Completes work orders and related documentation to determine nature of order and work required.

Determines the locations of gas, telephone, power, television, water and sewer lines from the appropriate sources prior to installation if required.

Insures the proper maintenance of equipment and tools by cleaning and checking equipment and tools after use.

Performs routine inspection and preventive maintenance on assigned equipment and refers defects or needed repairs to supervisor; cleans equipment.

Performs all duties in conformance to appropriate safety and security standards.

Operates a variety of power construction and maintenance equipment used in the installation of cable television and related services.

Climb towers and utility powers in the installation of cable television and related services.

PERIPHERAL DUTIES

Serves on various employee or other committees as assigned.

Provides customer service and sales promotions support.

MINIMUM QUALIFICATIONS

Education and Experience:

- (A) Graduation from high school education or GED equivalent, supplemented with
- (B) Vocational and industry courses in electronics or related fields is preferred.
- (C) Or an equivalent combination of education and experience in the cable television industry or related industry.

Necessary knowledge. Skills and Abilities:

- (A) General knowledge of equipment, facilities, materials, methods and procedures used in the maintenance, construction and repair activities associated with CATV installations;
- (B) Skill in operation of some of the listed tools and equipment.
- (C) Ability to perform heavy manual tasks for extended periods of time; Ability to work safely; Ability to communicate effectively verbally and in writing; Ability to establish and maintain effective working relationships with employees, other departments and the public; Ability to understand and carry out written and oral instructions.

SPECIAL REQUIREMENTS

Possession of or ability to obtain and maintain a valid State Driver's license.

TOOLS AND EQUIPMENT USED

Motorized vehicles and equipment, common hand and power tools, wrenches, detection devices, monitors and electronic test equipment, electro-mechanical equipment, mobile radio, phone.

PHYSICAL DEMANDS

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

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee regularly pushes and pulls cable through conduit. The employee frequently is required to stand and talk or hear. The employee is frequently required to walk; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell. The employee must be able to climb ladders, utility poles, and towers, which may exceed a height of forty feet (40') on a regular basis.

The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus, especially as it relates to visual acuity sufficient to distinguish full-Color spectrum and minute details on monitors and test equipment. The employee must possess a level of hearing sufficient to troubleshoot audio problems.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid and/or dusty and damp conditions and vibration. The employee occasionally works in high, precarious places as well as enclosed, confined areas. The employee is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock.

The noise level in the work environment is moderate in the office setting and variable in the field.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Effective Date: July 14, 1997

Resolution Number: 1997-32

Revision History: