



## Position Description

### **CATV TECHNICIAN I/II/III**

#### **DEFINITION**

Positions in the class of CATV Technician are engaged in various field operations. Positions are responsible for cable plant construction, installation, service, new installations, reconnections, disconnections, maintenance, collections, and inventory control, and performs related duties as assigned.

#### **SUPERVISION RECEIVED**

Work is performed under the direction of the CATV Field Supervisor.

#### **DISTINGUISHING CHARACTERISTICS**

This is a working class position responsible for CATV field operations and maintenance activities.

This class is distinguished from that of CATV Field Supervisor as its primary responsibility is related to the CATV field operations or technical assignments. This is a Fair Labor Standards Act (FLSA) non-exempt position.

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES (Illustrative Only)**

Performs CATV related assignments, the class constructs, installs and services cable television, internet and related broadband services, including new installations, disconnections, relocations and terminal device installation according to industry and departmental specifications.

In accordance with project or program goals, establishes work priorities and inspects work in progress and on completion.

Participates in training related to CATV work methods, use of tools and equipment and safety practices.

As necessary, performs technician and/or installation work including the operation of all types equipment as necessary to perform these tasks.

Conducts inspections of assigned areas and submit recommendations as to construction and/or maintenance work needed.

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

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

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

Responds to inquires and complaints from the public and other interested parties.

As needed, responds to emergency situations, and participates in the stand-by rotation.

### **MINIMUM QUALIFICATIONS**

#### **Knowledge of:**

The operation and basic maintenance of a variety of motorized equipment; methods, tools and equipment used in cable television and fiber optic cable facilities construction, repair and maintenance; safe work methods and practices; mathematical and related techniques used to estimate material needs and their costs.

#### **Ability to:**

Effectively accomplish the completion of assigned programs and projects; acquire thorough knowledge of applicable programs, policies and regulations of the City and other government agencies; prepare and maintain accurate written reports and records; operate and maintain equipment and tools; work effectively with those contacted in the course of work including the public; engage in a broad range of CATV field and cable plant maintenance, operations, and construction functions; communicate effectively both orally and in writing; and provide quality control for cable plant.

### **EDUCATION AND EXPERIENCE:**

Growth through this series is based on educational experiences and background. A typical qualifying background would be:

#### **CATV Technician I**

Graduation from high school or equivalent and at least three (3) years of cable television experience at the system operation level.

Education/Experience in related fields may be considered on a year-to-year basis with preference given to CATV operational functions.

### **CATV Technician II**

Successful completion and maintenance of four (4) certification courses towards achieving the Society of Cable Telecommunications Engineers (SCTE) broadband Communications Technician (BCT) certifications or Jones/NCTI Master Technician certifications is required to reach and maintain the level of CATV Technician II in addition to minimum requirements for Cable Technician I level.

### **CATV Technician III**

Successful completion and maintenance of Broadband Communications Technician (BCT) Certification or Jones/NCTI Master Technician Certification is required to reach and maintain the level of CATV Technician III in addition to minimum requirements for Cable Technician II level.

### **SPECIAL REQUIREMENT**

In addition to those certifications listed above, possession of and ability to maintain a valid California drivers license.

Possession of Society of Cable Telecommunications Engineers (SCTE) Category I Certifications or National Cable Television Institute (Jones/NCTI) certification is highly desired.

### **TOOLS AND EQUIPMENT USED**

Motorized vehicles and equipment, common hand and power tools, wrenches, detection devices, monitors and electronic test equipment, electro-mechanical equipment, personal computer, mobile radio, and 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 and hear. The employee is frequently required to walk; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell. The employee may work in confined spaces. 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 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. While wearing appropriate safety gear, the employee is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock. The employee must be able to walk over different types of terrain and in a variety of weather conditions.

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

### **SELECTION GUIDELINES & GENERAL INFORMATION**

Formal application, rating of education and experience; oral interview and supplemental questionnaire or other devices as determined appropriate; 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 in accordance with applicable MOU provisions.

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