

POSITION DESCRIPTION

CITY OF FAIRLAWN, OHIO

AN EQUAL OPPORTUNITY EMPLOYER

JOB TITLE: BROADBAND UTILITY TECHNICIAN

Department: Public Service Department

Immediate Supervisor: Service Director

Positions Supervised: N/A

JOB DESCRIPTION:

Under general direction, Broadband Utility Technicians are responsible for performing fiber optic and wireless installations and repairs, migrations, provisioning, LCP and Data Center maintenance, inspection of construction and equipment of the network, inventory, sales, and FairlawnGig database. The person appointed to this position will be on-call and may be called to respond when off-duty to city emergencies. Shall perform other duties as may be required

QUALIFICATIONS:

Graduation from an accredited high school or General Education Development (G.E.D.) certificate of equivalency. A minimum of one (1) year of experience in performing fiber optic and wireless construction. Work may require heavy physical exertion and may be performed under adverse weather conditions outdoors. Possess and maintain a valid State of Ohio Driver's License with an acceptable driving record, proof of liability insurance when operating a City vehicle, and be insurable under the City's liability policy.

Classified	<input type="checkbox"/>	Unclassified	<input checked="" type="checkbox"/>	Exempt	<input type="checkbox"/>	Non-Exempt	<input checked="" type="checkbox"/>
Bargaining	<input type="checkbox"/>	Non-Bargaining	<input checked="" type="checkbox"/>				

Knowledge of:	Skills and Abilities to:
<ul style="list-style-type: none"> ▪ Service Department and City policies and procedures* ▪ City Ordinances* ▪ Safety practices and procedures ▪ Fiber optic and wireless construction ▪ Geographic locations within the City* ▪ General functions, services and programs that are conducted by other Service Department personnel ▪ General construction practices ▪ Knowledge of data center and fiber maintenance 	<ul style="list-style-type: none"> ▪ Define problems, collect data, establish facts and draw valid conclusions ▪ Cooperate with co-workers on group projects ▪ Communicate effectively in both oral and written form ▪ Accept and follow oral and written instructions ▪ Interpret a variety of instructions in written, oral or schedule form ▪ Calculate fractions, decimals and percentages ▪ Maintain accurate records ▪ Demonstrate skills in operating hand tools, light, medium and heavy equipment ▪ Perform heavy manual labor for prolonged periods often under adverse weather conditions ▪ Demonstrate manual dexterity

* May be acquired after hire

ESSENTIAL FUNCTIONS: (The duties listed below are intended to depict tasks performed by this classification)

- Maintains equipment in data center an outside plant for fiber optic and wireless network.
- Performs installations and migrations of networks whether city's or customers of city's network.
- Creates and manages databases and inventory controls for fiber optic and wireless network.
- Performs other FairlawnGig functions including sales, provisioning, migrations, optic work, and repair and replace parts including splicing.
- Performs routine maintenance functions on equipment.
- Operates City vehicles to perform assigned functions.
- Reports major problems and/or malfunctions to the Supervisors.
- In the absence of a supervisor, may be assigned to work as an acting shift supervisor.
- Performs additional duties and assignments as requested by Service Director or his designee.
- Fiber Optic Installer Certification Course