



**COUNTY OF SANTA CLARA
INVITES APPLICATIONS FOR THE POSITION OF:**

Communication Systems Technician

An Equal Opportunity Employer

SALARY

\$42.03 - \$50.86 Hourly \$3,362.48 - \$4,068.40 Biweekly \$7,285.37 - \$8,814.87 Monthly
\$87,424.48 - \$105,778.40 Annually

ISSUE DATE: 07/01/22

FINAL FILING DATE: 07/29/22. If the Final Filing Date states "Continuous", the application filing period may close any time after ten business days from the issue date of this job announcement if sufficient qualified applications have been received. Therefore, it is important to submit your application as soon as possible.

THE POSITION

Under general supervision, to assemble, install, repair, service and test radio, microwave, and computer systems used by public safety and other local government agencies for countywide emergency communications.

This position requires willingness to work on Saturdays, Sundays and holidays and at odd or irregular hours.

COVID -19 Risk Tier - Lower Risk

TYPICAL TASKS

- Installs base stations, repeaters, radio transmitters and receivers, analog and digital microwave equipment, antenna systems, portable/mobile radios and other two-way public safety radio communications equipment;
- Utilizes meters, monitors, analyzer tools, multiplexers and other associated equipment or programs;
- Performs maintenance and service on all installed equipment, tools used, and other associated electronic communications equipment; Installs portable and mobile radios, light bars, sirens, speakers, control units, switches, specialized wire harnesses, and other specialized and confidential equipment;
- Removes, repairs, and replaces emergency equipment from decommissioned vehicles;
- Fabricates specialized metal brackets for emergency equipment components;
- Assists customers with service requests;
- Installs software in switches and circuits, diagnoses problems and programs signaling circuits, pagers, two-way portable/mobile radios and base station equipment;
- Isolates and corrects defects in mobile radio installations;
- Measures frequencies, modulation, and power output of radio transmitters, insuring compliance with Federal regulations and licenses;
- Installs, repairs and tests electrical wiring and cabling to ensure proper connection between pieces of electronic equipment;
- Adjusts transmitters and receivers for maximum efficiency;
- Makes field surveys to determine coverage;
- Communicates with other County departments and vendors to obtain and disseminate information, resolve discrepancies and respond to customer concerns;

- Schedules and coordinates services and repairs;
- Researches and acquires electronic parts, tools, and programming manuals to facilitate installations, modifications, repair and maintenance of communications and other electronic equipment;
- Utilizes computer software to prepare, track, and report on work completed;
- May assist in the direction and training of Associate Communication Systems Technicians;
- May be assigned as a Disaster Service Worker, as required;
- Performs related work as required.

EMPLOYMENT STANDARDS

Sufficient education, training, and experience to demonstrate the possession and direct application of the following knowledge and abilities:

Training and Experience Note: The knowledge and abilities required to perform this function are acquired through training and experience equivalent to the possession of a high school diploma;

AND

Four (4) years of experience installing, maintaining or repairing, portable and mobile radios, base stations, and/or repeaters.

Possession of an Associate's Degree in any technology or engineering field can substitute for two (2) years of the required experience.

Special Requirements:

- Possession of a valid California Driver's License prior to appointment and the ability to qualify for and maintain a County driver's authorization;
- Possession of a valid General Radiotelephone Operator's License (GROL) issued by the Federal Communications Commission (FCC) or certification of technical competence by another acceptable entity such as the Electronics Technician Association, International (ETA) is desirable.

Knowledge of:

- Principles, applications and physics of analog and digital electronics, amplifiers and antennas;
- Federal Communications Commission laws, rules and regulations related to analog and digital equipment;
- Tools, methods, practices, materials and equipment used in the installation, testing, adjustment, maintenance and repair of electronic communications equipment;
- Safety procedures in handling electronic energy devices;
- Construction, assembly, repair and operation of fixed-base and portable/mobile radio and associated equipment.

Ability to:

- Install, repair, and service base stations, repeaters, radio transmitters, receivers, analog and digital microwave equipment, antenna systems, and other public safety radio communications equipment;
- Install, test and service fixed-based and portable/mobile radio equipment;
- Utilize test equipment in locating and repairing operating faults;
- Read and interpret electrical and electronic diagrams and service manuals;
- Recognize and use industry standard cable color code;
- Perform skilled maintenance and repair of radio and electronic equipment;
- Keep accurate records and write reports;
- Maintain effective working relationships with those contacted in the course of work.

PHYSICAL REQUIREMENTS

- Maintain good physical condition appropriate to the assigned duties which may include walking, standing, sitting, or lifting for extended periods of time;
- Normal color vision;
- Work alternate work week schedules, evening and night hours, work on weekends, holidays, and at odd or irregular hours.

VETERANS PREFERENCE INFORMATION: Any veteran who has submitted a copy of their DD214 form, and received a discharge of other than dishonorable, from the armed forces showing service in any branch of the United States military will be given a preferential credit of five percent (ten percent for those identified as disabled veterans), after attaining a passing examination score for a numerically scored examination, as applicable by Memorandum of Understanding.

THE EXAMINATION PROCESS: The examination process may include one or more of the following: application review, application appraisal, preliminary competitive rating, performance test, written test, and/or oral interview examination.

This recruitment may require completion of Supplemental Questions in order to evaluate your education, training and experience relative to the required knowledge and abilities for the position you are applying for.

Your responses to the questions may also be reviewed and scored in a Competitive Rating evaluation process based on pre-determined rating criteria. Your answers should be as complete as possible, as no additional information will be accepted from applicants once the Competitive Rating evaluation has begun.

*New Hires shall be subject to a pre-employment criminal background check.

DISASTER SERVICE WORKERS: Under California law, all County employees are designated as Disaster Service Workers (DSW). In the event of a catastrophic event, County employees may be expected to fulfill emergency action assignments. As DSW's, they may be assigned to assist in any disaster service activity that promotes the protection of public health and safety and preservation of lives and property.

INFORMATION ON PERS CONTRIBUTION: For new members, salaries above a limitation imposed by federal law (that limit is \$134,974 for 2022): (1) neither the County nor the employee will make contributions to PERS on the portion of salary that exceed the limit, and (2) the portion of the salary that exceeds the limit is not used by PERS to calculate the retirement benefit. For current members, the limit is \$305,000 for 2022.

An Equal Opportunity Employer: The County of Santa Clara is an inclusive workplace, where employees are valued and respected for their different perspectives, experiences, backgrounds, and contributions. We are a proud equal opportunity employer that fosters a workforce that is as diverse as our community. Applicants will receive consideration for employment without regard to race, religion, color, national origin, sex (including pregnancy, childbirth, or related medical conditions), sexual orientation, gender, gender identity, gender expression, transgender status, sexual stereotypes, age, status as a protected veteran, status as an individual with a disability, other applicable legally protected characteristics, or criminal histories (consistent with applicable federal, state, and local law).

APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:

<http://www.sccjobs.org/>

OR

70 W. Hedding Street, 8th Floor, East Wing
San Jose, CA 95110

EXAM #22-L37-A
COMMUNICATION SYSTEMS TECHNICIAN
MA

- * 1. Please answer the following questions. Completion of the following supplemental questions is **REQUIRED** and is an integral part of the evaluation process. Initially, it will be used to determine minimum qualifications. For those applicants meeting the employment standards, this information will be critical in the subsequent competitive assessment to identify those candidates to be invited to continue in the examination process. Your responses to the questions may also be reviewed and scored in a Competitive Rating evaluation process based on pre-determined rating criteria. Your answers should be as complete as possible, as no additional information will be accepted from applicants once the Competitive Rating evaluation has begun. A response of "**see resume**" or "**see application**" will deem your application incomplete. **Please include the name of employers, job titles, dates of employment, and hours worked per week for questions asking about work experience.** **Do you understand the requirement to provide complete answers in order to determine relevant experience for each area in question?**

☐ Yes ☐ No

- * 2. How did you find out about this job?

- ☐ Contacted by County Recruiter
- ☐ Contacted by a Recruitment Firm
- ☐ County Employee Referral
- ☐ County of Santa Clara Career Website
- ☐ County of Santa Clara Job Interests Email Notification
- ☐ Facebook
- ☐ Instagram
- ☐ LinkedIn
- ☐ Indeed
- ☐ Virtual Job Fair
- ☐ In Person Job Fair
- ☐ In-Person Networking Professional Event
- ☐ Virtual Networking Event
- ☐ Community Event
- ☐ Glassdoor
- ☐ Governmentjobs.com
- ☐ Professional Association
- ☐ Search Engine (Google, Bing, online search, etc.)
- ☐ Hospital Website: SCVMC, O'Connor Hospital, St. Louise Regional Hospital Website
- ☐ Handshake
- ☐ Student Career Center
- ☐ County Text Message
- ☐ Other (Specify in the next question)

- * 3. If you selected an event/fair or other in the question above. Please specify. If not, type n/a.

- * 4. Did you separate from the County through the 2020 Voluntary Separation Incentive Program (VSIP)?

☐ Yes
☐ No

- * 5. What is the highest level of education you have completed?

- ☐ None
- ☐ High School or GED equivalent
- ☐ College (1 to 29 semester units / 1 to 44 quarter units)
- ☐ College (30 to 59 semester units / 45 to 89 quarter units)
- ☐ College (60 to 89 semester units / 90 to 134 quarter units)

- ☐ College (90 to 119 semester units / 135 to 179 quarter units)
 - ☐ College (120 or more semester units / 180 or more quarter units)
 - ☐ Associate's Degree
 - ☐ Bachelor's Degree
 - ☐ Master's Degree
 - ☐ Doctoral Degree
- * 6. If you possess a degree please indicate the major field of study. If none, type n/a.
- * 7. Indicate the number of years of experience you have installing, maintaining or repairing portable and mobile radios, base stations, and/or repeaters.
- ☐ No experience in this area
 - ☐ Less than one year
 - ☐ One to less than two years
 - ☐ Two to less than three years
 - ☐ Three to less than four years
 - ☐ Four to less than five years
 - ☐ Five or more years
- * 8. Describe in detail your experience installing, maintaining or repairing **portable and mobile radios, base stations, and/or repeaters used in Land Mobile Radio (LMR) systems**. Be specific as to the different types of duties you performed. Indicated makes and models of the system you have experience with. Include the name of employer, your position title, dates of employment (month/year to month/year), and number of hours worked per week. Enter n/a if you do not have relevant experience.
- * 9. Please indicate if you possess any of the following licenses or certifications (select all that apply):
- ☐ Certification of technical competence by another acceptable entity such as the Electronics Technician Association, International (ETA)
 - ☐ General Radiotelephone Operator's License (GROL) issued by the Federal Commission (FCC)
 - ☐ National Association of Business and Educational Radio Certificate (NABER)
 - ☐ Computing Technology Industry Association (CompTIA) A+
 - ☐ Computing Technology Industry Association (CompTIA) Network +
 - ☐ Computing Technology Industry Association (CompTIA) Security +
 - ☐ Computing Technology Industry Association (CompTIA) IT Operations Specialist (CSIS)
 - ☐ None of the above
 - ☐ Other
- * 10. If you selected "Other" in question # above, please indicate the networking certificate(s) you possess. If you selected "None of the Above" enter n/a.
- * 11. Please select from the list below the types of equipment you have experience in (select all that apply):
- ☐ BDA or DAS
 - ☐ Channel Banks
 - ☐ Dispatch Consoles
 - ☐ Installation of mobile and portable radio equipment
 - ☐ Microwave Radios
 - ☐ Motorola mobile and portable radios
 - ☐ Networking
 - ☐ P25 Trunking
 - ☐ SCADA and IP Technology

☐ Voting and Simulcast

☐ None of the above

* 12. For every are you selected in Question # 11 above, describe in detail your experience. Be specific as to the different types of duties you performed. Indicate makes and models of the systems you have experience with. Include the name of employer, your position title, dates of employment (month/year to month/year), and number of hours worked per week. Enter "N/A" if you do not have relevant experience.

* 13. Do you understand and agree to possess a valid California Driver's license prior to appointment, and the ability to qualify for and maintain a County Driver's Permit?

☐ Yes ☐ No

* 14. Are you willing to work alternate work week schedules, evenings and night hours, work on weekends, holiday, and at odd or irregular hours?

☐ Yes ☐ No

* Required Question