



Job Brief

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Job Title Code: 14009115

Job Title: Electronic Technician [CWA03]

GENERAL INFORMATION

Union Affiliation: BellSouth Telecommunications (BST)

GENERAL DUTIES

JOB RESPONSIBILITIES

Responsibilities may include but are not limited to the following:

1. Works alone and with other employees in testing, adjusting and/or repairing central office equipment and facilities used in providing high quality network switching, trunking, and special services. Some examples of special services are: telephone, program (audio), video, foreign central office and exchange service, high speed data, packet switching, etc.
2. Makes routine tests on switching systems equipment, facilities, trunks and special service circuits to insure a high quality of service.
3. Analyzes defects, tests, repairs and maintains telephone switching circuits and equipment in Company central offices remote repeater locations, and administrative buildings by using various test equipment. Makes necessary repairs to equipment and facilities indicated by trouble reports, routine tests and alarms.
4. Coordinates work operations with other employees required to make routine tests and repair equipment or facilities. Coordinates the installation, rearrangement and disconnection of plain old telephone service (POTS), trunks and special services.
5. Reviews and interprets service, circuit diagrams, layout records, or other technical documents (i.e., WORD documents), and follows standard practices for provisioning special services, carrier, and message circuit orders. Reviews and analyzes complex schematic drawings in performing work operations.
6. Installs, repairs and adjusts equipment such as switches, routers, modems, relays and amplifiers using hand tools.
7. Performs routine equipment maintenance such as inspecting, cleaning, testing and lubricating equipment.
8. Removes or places connections on wire distributing frames and connects wire to terminal lugs, following work orders and specifications.
9. Maintains the integrity of mechanized and manual records on facility and equipment assignments for POTS, trunks and special services. Also, maintains records required for trouble reports, routine tests, trouble clearance and work activities.
10. Uses computer terminals associated with Operations Support Systems related to work operations.
11. Maintains telephone switching equipment at both private establishments (hotels and office buildings) and at other than regularly assigned central offices, which may require driving a Company vehicle between locations.
12. Tests, analyzes, corrects and/or repairs trouble reports and provides close-out to subscriber trouble reports.
13. Installs and performs hardware maintenance on a variety of computer systems, computer peripherals, and ancillary associated equipment.
14. Performs periodic preventive maintenance on computer systems through the use of sophisticated test equipment, software diagnostics.
15. Maintains computer systems including software back-ups in other departments.
16. Makes necessary tests for toxic and explosive gas before entering cable vaults and underground controlled environment vaults (CEVs) and continues tests while working in area.
17. Works with hot metal in some assignments, works with color coded and tone identified wires associated with the installation, maintenance and repair of carrier facilities.
18. Determines differences between wire and cable colors associated with equipment.
19. Works aloft on ladders with hand tools and test sets.

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- 20. Follows established safety practices and procedures. Must be able to safely utilize equipment resources to perform specified physical job duties, i.e., satisfies manufacturer's specifications for operation or use of equipment including weight limitations.
- 21. Lifts and moves loads up to 100 pounds.
- 22. Cleans and sweeps up loose wire and other debris.
- 23. Drives Company vehicle.
- 24.Places and removes plug-in equipment.
- 25. Tests wire work performed to assure reliable service and to identify troubles.
- 26. Repairs and performs routine maintenance such as inspecting, cleaning, and testing of large batteries, rectifiers, converters, inverters, and operates emergency engines.

Tests:

Test Name

Technical Knowledge Test - II (TKT II)

Applicability

Required

[VIEW TEST GUIDES](#)

Physical Requirements:

- Ability to perceive differences in wire and cable colors.
- Ability to differentiate between audible tones

Specifics:

- Work various scheduled tours including day, evening and night, covering Sunday through Saturday with overtime, call-outs and holiday work as required. Tour length will be 8 hours.
- Valid driver's license and ability to drive vehicle with manual shift in some assignments.
- Satisfactory background investigation

ADDITIONAL FACTORS

Experience in electrical, electronic or mechanical field.

Training:

The following must be satisfactorily completed for title retention:

- On-the-job and/or classroom training as required
- SS508 Principals of Digital Transmission Systems

Environment:

- Work alone at remote repeater locations and/or in controlled environment vaults or in a work center environment.
- Work aloft on ladders with hand tools and test sets; and lift and move loads up to 100 pounds.

Skills:

Skill Code	Skill Name	Applicability	Skill Description
C3029	4ESS Switch Maintenance	Desired	EFFECTIVELY ANALYZE, DIAGNOSE, AND RESPOND TO 4ESS MAINTENANCE EVENTS AND EXECUTE PROPER STEPS FOR RESOLUTION.
C3030	4ESS Switch Translations	Desired	LOGICALLY MAKE COMPLEX ASSOCIATIONS BETWEEN 4ESS SOFTWARE TABLES, CHARTS, ASSIGNMENTS, AND DOCUMENTATION FOR ROUTING AND TRUNK TRANSLATIONS.
C1789	5ESS Switch Maintenance	Desired	EFFECTIVELY ANALYZE, DIAGNOSE AND

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C1790	5ESS Switch Translations	Desired	RESPOND TO 5ESS MAINTENANCE EVENTS AND EXECUTE PROPER STEPS FOR RESOLUTION. LOGICALLY MAKE COMPLEX ASSOCIATIONS BETWEEN 5ESS SOFTWARE TABLES, CHARTS, ASSIGNMENTS AND DOCUMENTATION FOR ROUTINE/CHARGING AND TRUNKING TRANSLATIONS.
C1796	Analog	Desired	Coordinates analog communications installations and changes. Isolates trouble on analog networks and implements work-arounds to restore access with representatives from corporate communications, field support, users and other data processing centers
C1020	Analysis-Technical	Desired	CORRECTLY INTERPRETS COMPUTER PRINTOUTS, SCHEMATICS AND TEST DATA IN DAILY JOB TASKS.
C1032	Automatic Diagnostic Equipment Knowledge	Desired	UNDERSTANDS AND EFFECTIVELY USES DIAGNOSTIC EQUIPMENT.
C1045	Bill/Voucher Preparation	Desired	PREPARES BILLS AND VOUCHERS FOR MATERIAL, SERVICES AND/OR EXPENSES INCLUDING ASSIGNING SPECIFIC FINANCIAL CODES; MAY INCLUDE PREPARATION OF BILLS TO CUSTOMERS, REPORTS AND SALES FORECAST.
C1053	Blueprints/Electrical Diagrams Knowledge	Desired	UNDERSTANDS, INTERPRETS AND USES BLUEPRINTS AND DIAGRAMS FOR SERVICING OF FACILITIES OR EQUIPMENT.
C1057	Building Maintenance	Desired	TESTING, REPAIRING, REPLACING, ALTERING, OR REARRANGING EQUIPMENT ASSOCIATED WITH A BUILDING THAT IS USED IN THE PROVISIONING OF LIFE SAFETY, FIRE PROTECTION, HVAC, COMMERCIAL/EMERGENCY POWER AND PLUMBING.
C3057	CISCO Router Configuration	Desired	Knowledge of CISCO router configuration either by training or experience
C1152	COSMOS And FWS Knowledge	Desired	REVIEW/STATUS REPORTS IN COSMOS AND FWS AND REFER TROUBLES.
C1153	COSMOS Knowledge	Desired	UNDERSTANDS THE FUNCTIONS AND APPLICATIONS OF THE COSMOS SYSTEM.
C1065	Cable Identification	Desired	CORRECTLY IDENTIFIES UNDERGROUND CABLES FROM RECORDS AND UNDERSTANDS THEIR RELATIONSHIP TO EACH OTHER.
C3056	Cable Tone	Desired	Attaches tone device to outside sheath of cable to send tone signal to locate and mark underground cable.
C2033	Capacitance	Desired	UNDERSTANDS TERMINOLOGY, BASIC CAPACITOR ACTION; VOLTAGE RATING; UNIT O/C CAPACITANCE; DETERMINING CAPACITANCE; TYPES OF CAPACITORS, SCHEMATIC SYMBOLS; CAPACITORS IN DC AND IN AC CIRCUITS.
C1081	Central Office Wiring	Desired	CORRECTLY PERFORMS THE NECESSARY

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C1083	Centrex/DID Provisioning	Desired	FUNCTIONS OR STEPS TO CONNECT CUSTOMER LINES TO THE CENTRAL OFFICE EQUIPMENT. PROVISION CENTREX AND DID (DIRECT-IN-DIAL) CUSTOMERS. WORK FROM MARKETING SERVICE ORDERS.
C1086	Circuitry Knowledge	Desired	UNDERSTANDS THE PRINCIPLES OF TELEPHONE CIRCUITRY IN ORDER TO PROVIDE THE NECESSARY REPAIR OR MAINTENANCE FUNCTIONS. (INCLUDES CIRCUIT CONTROL KNOWLEDGE).
C1103	Common Electronic Equipment Knowledge	Desired	BASIC UNDERSTANDING OF THE MECHANICS OF SUCH ELECTRONIC EQUIPMENT AS TELETYPE WRITERS, VIDEO DISPLAY TERMINALS (VDT'S) AND PERSONAL COMPUTERS.
C1104	Communication - Data Equipment	Desired	UNDERSTANDS AND PERFORMS INSTALLATION, CORRECTIVE AND PREVENTIVE MAINTENANCE FUNCTIONS ON MULTIPLEXORS, MODEMS, AND OTHER RELATED DATA EQUIPMENT (E.G., SMDS).
C1106	Communication Skills (Speaking)	Desired	ORALLY TRANSMIT IDEAS, INSTRUCTIONS AND INFORMATION SO THEY ARE CLEARLY UNDERSTOOD BY OTHERS IN FORMAL OR INFORMAL FACE-TO-FACE SITUATIONS OR ON THE TELEPHONE.
C1107	Communication Skills (Writing)	Desired	WRITE CLEAR, CONCISE, AND GRAMMATICALLY CORRECT MEMOS, LETTERS, INSTRUCTIONS, AND WORK REPORTS WHICH OTHERS CAN UNDERSTAND. ABILITY TO CREATE WRITTEN COMMUNICATION TO INTERNAL AND EXTERNAL CUSTOMERS.
C1117	Communication Terminal	Desired	OPERATION OF COMPUTER EQUIPMENT CONNECTED TO MAINFRAME OR MINI OR WORK STATION COMPUTERS.
C1120	Company Products Knowledge	Desired	ABILITY TO ASSIST CUSTOMERS IN THE USAGE OF THEIR COMMUNICATIONS NETWORK.
C1123	Company Standards Knowledge	Desired	FAMILIAR WITH COMPANY POLICIES, PROCEDURES, AND STANDARDS IN AREA OF EXPERTISE.
C1128	Computer Maintenance/Diagnosis	Desired	Maintenance, diagnosis and/or repair of computer system performance problems to ensure system integrity. Problem isolation by use of system commands and displays, control panels, technical references and problem determination software
C1130	Computer Operations	Desired	OPERATES, CONTROLS, AND/OR MONITORS INTERACTIVE MAINFRAME OR MINI OR WORKSTATION EQUIPMENT TO ENSURE THE PROPER FUNCTIONING OF COMPUTER HARDWARE, OPERATING SYSTEM SOFTWARE, SYSTEM CONTROL PROGRAMS, AND LOCAL NETWORK SOFTWARE.
C1135	Computer System Administration Support	Desired	MONITORING RESOURCE USAGE (E.G., MACHINE PERFORMANCE, DISK USAGE), MAKING

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C1139	Computerized Test Equipment Knowledge	Desired	RECOMMENDATIONS FOR SYSTEM EXPANSION, DEVELOPING AND UPDATING OPERATING TOOL. INCLUDES SYSTEM BACKUP AND TROUBLESHOOTING SYSTEM PROBLEMS. EFFECTIVELY USES COMPUTERIZED TEST EQUIPMENT IN DAILY JOB TASKS.
C1142	Conflict Resolution	Desired	DEALS EFFECTIVELY WITH PEOPLE IN TENSE SITUATIONS AND CONFRONTS AND RESOLVES CONFLICTS IMMEDIATELY WITHOUT MAJOR DISRUPTION.
C1148	Coordination	Desired	INTERFACE BETWEEN SEVERAL CONTACTS WITHIN AN ORGANIZATION, BETWEEN A VARIETY OF OTHER DEPARTMENTS AND/OR EXTERNAL ORGANIZATIONS TO TRACK AND AND ENSURE COMPLETION OF A TASK PROJECT; MAY INCLUDE COORDINATION OF WORKLOAD ASSIGNMENTS FOR OTHER EMPLOYEES.
C1169	Customer Negotiation	Desired	INTERFACES WITH CUSTOMER AND/OR PROJECT MANAGEMENT TEAM TO NEGOTIATE CRITICAL DATES AND ASSIST IN DECISIONS REGARDING SYSTEM FEATURE CONFIGURATION, NEW SERVICE OR CHANGES IN EXISTING SERVICE.
C1171	Customer Relations	Desired	INTERFACES WITH INTERNAL OR EXTERNAL CUSTOMERS IN A PROFESSIONAL MANNER IN PERSON, ON THE PHONE OR THROUGH WRITTEN COMMUNICATIONS.
C1791	DMS100 Switch Maintenance	Desired	EFFECTIVELY ANALYZE, DIAGNOSE AND RESPOND TO DMS100 MAINTENANCE EVENTS AND EXECUTE PROPER STEPS FOR RESOLUTION.
C1792	DMS100 Switch Translations	Desired	LOGICALLY MAKE COMPLEX ASSOCIATIONS BETWEEN DMS100 SOFTWARE TABLES, CHARTS, ASSIGNMENTS AND DOCUMENTATION FOR ROUTINE/CHARGING AND TRUNKING TRANSLATIONS.
C1174	Data Analysis	Desired	ABLE TO IDENTIFY AND INTEGRATE SOURCES OF DATA, ARRANGE INTO MEANINGFUL GROUPINGS, SUMMARIZE, INTERPRET, AND DRAW CONCLUSIONS.
C1764	Data Comm Or Computer Mtc/Repair	Desired	PREVIOUS TRAINING OR WORK EXPERIENCE IN DATA COMMUNICATIONS OR IN COMPUTER MAINTENANCE AND REPAIR.
C1176	Data Communication Knowledge	Desired	UNDERSTANDS AND PERFORMS INSTALLATION, CORRECTIVE AND PREVENTIVE MAINTENANCE FUNCTIONS ON DATA SWITCHING SYSTEMS. (E.G. PUBLIC SWITCHING.)
C1177	Data Communications	Desired	COORDINATES DATA COMMUNICATIONS INSTALLATIONS AND CHANGES. ISOLATES TROUBLES ON NETWORK AND IMPLEMENTS WORK-AROUND TO RESTORE ACCESS WITH REPRESENTATIVES FROM CORPORATE

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			COMMUNICATIONS, FIELD SUPPORT, USERS, AND OTHER DATA PROCESSING CENTER GROUPS.
C1187	Database Maintenance	Desired	INPUT OF INFORMATION AND MAINTENANCE OF CURRENT FILES IN THE DATABASE.
C1188	Database Management	Desired	EFFICIENTLY UPDATES AND RECONCILES VARIOUS DATABASE SYSTEMS TO ENSURE ACCURATE INFORMATION AND TIMELY CHANGES.
C1192	Database Systems Knowledge	Desired	ABILITY TO USE SEVERAL COMPUTER DATABASE SYSTEMS (E.G., LMOS, SORD, WORD, R BASE 5000, WORDSTAR, ETC.)
C1201	Design Engineering Knowledge	Desired	UNDERSTANDS GENERAL DESIGN ENGINEERING PRINCIPLES AND CAN CORRECTLY REVIEW DOCUMENTATION FOR NETWORK ELEMENTS, TRUNK FORECASTS AND OTHER EQUIPMENT-RELATED FUNCTIONS.
C1205	Diagrams/Schematics Knowledge	Desired	READS AND INTERPRETS SCHEMATIC DIAGRAMS, CIRCUIT DIAGRAMS, SERVICE ORDERS, TROUBLE TICKETS, SYSTEM APPLICATION DIAGRAMS AND/OR CIRCUIT DESIGNS.
C1797	Digital	Desired	COORDINATES DSO NON-SWITCHED DIGITAL NETWORKS AND IMPLEMENTS WORK-AROUNDS TO RESTORE ACCESS WITH REPRESENTATIVES FROM CORPORATE COMMUNICATIONS, FIELD SUPPORT, USERS, AND OTHER DATA PROCESSING CENTER GROUPS.
C1216	E-9-1-1 Computer System Knowledge	Desired	ABILITY TO UNDERSTAND AND USE E-9-1-1 COMPUTER SYSTEM ESPECIALLY REGARDING SERVICE ORDER PROCESSING. ABILITY TO INPUT DATA TO E-9-1-1 VIA VDT.
C1221	Electrical Maintenance And Diagnosis	Desired	MAINTENANCE AND REPAIR OF BUILDING ELECTRICAL SYSTEMS. KNOWLEDGE OF COMMERCIAL AC POWER SYSTEMS AND NATIONAL ELECTRIC CODES. INVOLVES WORK WITH HVAC SYSTEMS AND CHILLERS.
C1756	Electrical Or Electronics Background	Desired	PREVIOUS TRAINING OR WORK EXPERIENCE IN THE ELECTRICAL OR ELECTRONICS FIELD OR IN COMPUTER MAINTENANCE AND REPAIR.
C1225	Electronic Testing	Desired	PERFORMS A VARIETY OF ELECTRONIC AND MECHANICAL TESTING ON ELECTRONIC SYSTEMS, SUBASSEMBLIES AND PARTS, ENSURING UNIT FUNCTION TO SPECIFICATIONS AND/OR DETERMINING CAUSE OF FAILURES.
C1226	Electronics Operation	Desired	UTILIZES A FULL RANGE OF ELECTRONIC TESTS. PERFORMS OPERATIONS (ASSEMBLY, FABRICATION, INSPECTION, TESTING/TROUBLE SHOOTING) OF ELECTRONIC SYSTEMS, SUB-ASSEMBLIES, PARTS/COMPONENTS (RESISTORS, INDUCTORS, CAPACITORS, CRYSTALS, DIODES, SOLID STATE SEMICONDUCTORS, CONTROLS, PRINTED

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C1235	Equipment Installation - ESS	Desired	CIRCUITRIES)
C1237	Equipment Installation - Radio/CXR	Desired	INSTALLATION OF ELECTRONIC SWITCHING SYSTEMS, SUCH AS 4ESS AND 5ESS SWITCHES. INSTALL MICROWAVE RADIO AND BROADBAND CARRIER SYSTEMS IN CENTRAL OFFICES. KNOWLDGE OF ANALOG/DIGITAL RADIO, RADIO SWITCHING EQUIPMENT (100A, 400A, 500A), FM EQUIPMENT (FNAS, 200A) AND BROADBAND MULTIPLEX (MGTA, MMX, MGTB, LMX, ETC.)
C1741	Equipment Maintenance	Desired	APPROPRIATELY CARES FOR THE VARIOUS PIECES OF EQUIPMENT THROUGH NECESSARY LUBRICATION, CLEANING, ADJUSTING, ETC.
C1743	Equipment Operation	Desired	CORRECTLY OPERATES TELETYPE, MICROFICHE, PCS AND OTHER EQUIPMENT ASSOCIATED WITH STORAGE, TRANSFER AND RETRIEVAL OF INFORMATION.
C1239	Equipment Testing Knowledge	Desired	UNDERSTANDS THE PROCEDURES FOR TESTING OF TELEPHONE EQUIPMENT AND CAN USE THESE PROCEDURES TO CARRY OUT THE NECESSARY CHECKS.
C1250	Facilities System Knowledge	Desired	UNDERSTANDS THE FACILITIES SYSTEM FUNCTIONS TO THE EXTENT THAT TESTING, REPAIR OR MAINTENANCE IS POSSIBLE.
C1253	Facility - Design/Implementation	Desired	KNOWLEDGE OF FACILITY DESIGN AND INSTALLATION REQUIREMENTS
C1254	Facility - Equipment Assignment	Desired	ASSIGNMENT OF EQUIPMENT TO INSTALL AND/OR REPAIR CUSTOMER'S SERVICE.
C1259	Fiber Optics Knowledge	Desired	EXPERIENCE IN FIBER OPTIC SPLICING AND TESTING PROCEDURES.
C1270	Frame Knowledge	Desired	PERFORM ROUTINES ON FRAMES, FIX TROUBLE.
C3066	GRANITE Database	Desired	Have knowledge and understands the functions of the GRANITE database and can make new data entries as well as make corrections within the data base.
C1285	Hand And Power Tools Knowledge	Desired	ABILITY TO WORK SAFELY WITH HAND AND POWER TOOLS.
C2039	Inductance	Desired	UNDERSTANDS CHARACTERISTICS OF INDUCTANCE; UNIT OF INDUCTANCE - THE HENRY; FACTORS DETERMINING INDUCTANCE; TYPES AND RATINGS OF INDUCTORS; INDUCTORS IN DC CIRCUITS; IDEAL INDUCTORS AND REAL INDUCTORS IN AC CIRCUITS.
C1302	Installation - Analog	Desired	INSTALLATION, MAINTENANCE AND REPAIR OF ANALOG CIRCUITS. MAY INCLUDE CUSTOMER EQUIPMENT SUCH AS HORIZONS AND DIMENSIONS.
C1307	Installation And Repair - Cable	Desired	INSTALLATION AND MAINTENANCE OF COAXIAL CABLE SYSTEMS; PLANT PROTECTION; LOCATE AND MARK CABLE, SPLICE AND RESTORE LEAD SHEATH CABLE, LOCATE AND REPAIR LEAKS, TROUBLESHOOT AND REPAIR REGENS AND

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C1308	Installation And Repair - Digital	Desired	REPEATERS. READ VARIOUS DRAWINGS, AS-BUILTS AND PLOT PLANS.
C1309	Installation And Repair - Fiber Optics	Desired	INSTALLATION, MAINTENANCE AND REPAIR OF DIGITAL MULTIPLEX EQUIPMENT, SUCH AS DDM10000, DACS 11, GRANGER, ETC.
C1312	Installation Knowledge	Desired	INSTALLATION AND MAINTENANCE OF FIBER OPTICS CABLE SYSTEMS (FT-G417, 1, 7GB, ETC.), PLANT RESTORATION, L/G REGEN TROUBLE SHOOTING/REPAIR AND ASSOCIATED EQUIPMENT (POWER ALARM TELEMETRY, ETC.). READ VARIOUS DRAWINGS, AS-BUILTS AND PLOT PLANS.
C1313	Installation Repair - Special Services	Desired	UNDERSTANDS THE PROCEDURES REQUIRED TO INSTALL, REARRANGE AND/OR REMOVE COMPLEX TELEPHONE EQUIPMENT.
C1728	Installation Voice/Data Communications	Desired	INSTALLATION AND MAINTENANCE OF SPECIAL SERVICES; CUSTOM SERVICE WORK.
C2040	Instruments And Measurements	Desired	INSTALL AND MAINTAIN ALL VOICE/DATA COMMUNICATIONS, I.E. TELEPHONE SETS, FAX MACHINES, DIAL UP MODEMS, LANS, CONTROLLERS, ETC.
C1324	Inventory Control	Desired	UNDERSTANDS AND USES A DIGITAL MULTIMETER; METER MOVEMENTS; ANALOG AMMETERS; ANALOG VOLTMETERS; METER LOADING; ANALOG OHMMETERS; INSULATION TESTERS, ETC.
C1338	Ladder Safety Knowledge	Desired	MAINTAINS ACCURATE RECORDS OF PARTS, EQUIPMENT AND OTHER SUPPLIES, AND TAKES STEPS TO MAINTAIN APPROPRIATE LEVELS OF EACH ITEM.
C1344	Line Testing	Desired	UNDERSTANDS AND FOLLOWS LADDER SAFETY PROCEDURES.
C1357	Machine Shop Practices	Desired	EFFECTIVELY EMPLOYS THE NECESSARY STEPS AND PROCEDURES TO ENSURE ADEQUATE FUNCTIONING OF TELEPHONE LINES.
C1379	Mainframe - Application Software	Desired	KNOWLEDGE OF MACHINE SHOP PRACTICES AND SKILLS IN THE USE OF HAND/MACHINE TOOLS AND COMPUTER CONTROLLED MACHINE TOOLS ON METALS AND OTHER MATERIALS.
C1386	Maintenance - CXR/Repeater	Desired	FAMILIAR WITH PROGRAMS DESIGNED FOR SPECIFIC BUSINESS FUNCTIONS SUCH AS PAYROLL, ORDER ENTRY, INVENTORY, ACCOUNTS RECEIVABLE, STAFFING AND EMPLOYMENT; COVERED ARE SYSTEMS SUCH AS ATS, ACMS, CMAC, CMF, DCPR, TIRKS, MIA, DOPAC, SOTS, ETC.
C1387	Maintenance - Distribution Frame	Desired	OPERATION AND MAINTENANCE OF VARIOUS TYPES OF CARRIER EQUIPMENT (DIGITAL).
C1388	Maintenance - Power	Desired	WIRE AND REMOVE JUMPERS ON DISTRIBUTION FRAME.
			OPERATION AND MAINTENANCE OF CENTRAL

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			OFFICE POWER PLANT, INCLUDING CONTROL PANEL, RECTIFIERS, BATTERY, CONVERTER/INVERTER PLANT AND EMERGENCY AC ALTERNATOR PLANT; MAINTENANCE OF POWER LOGS. USES REQUIRED SAFETY PROCEDURES.
C1389	Maintenance - Transmission	Desired	OPERATION AND MAINTENANCE OF TRANSMISSION FACILITY EQUIPMENT SUCH AS MICROWAVE RADIO, COAXIAL CABLE, LIGHTGUIDE AND BROADBAND MULTIPLEX (MMX, LMX, ETC.)
C1390	Maintenance Administration	Desired	SHORTS AND OPENS ON CABLE PAIRS AND LENS, AND PUTS SHOES UP.
C1395	Map Reading	Desired	ABILITY TO READ MAPS IN GOING FROM ONE LOCATION TO ANOTHER.
C1401	Material Control Operations	Desired	PERFORMS ASSIGNED TASKS IN AREAS SUCH AS RECEIVING, STOREROOM, TOOLROOM, PACKING AND SHIPPING. REQUIRES PHYSICALLY HANDLING, CHECKING AND TRANSPORTING MATERIALS.
C1405	Math Knowledge - Basic	Desired	DEMONSTRATES AN ABILITY TO PERFORM BASIC MATHEMATICAL COMPUTATION (ADDITION, SUBTRACTION, MULTIPLICATION, DIVISION).
C1407	Measurement Verification	Desired	ABILITY TO VERIFY UNITS OF PHYSICAL PROPERTY AND OTHER COMPANY ASSETS.
C1408	Measuring Devices/Meters Knowledge	Desired	UNDERSTANDS AND CAN EFFECTIVELY USE THE VARIOUS MEASURING DEVICES AND METERS FOR INSTALLATION, MAINTENANCE OR REPAIR FUNCTIONS.
C1412	Mechanical Layout	Desired	PRODUCTION OF A DRAWING OR A COMPUTER AIDED DESIGN FILE THAT CONTAINS SCALED AND DIMENSIONED 2D OR 3D REPRESENTATION OF HARDWARE. EXAMPLES MAY BE PRINTED WIRING BOARD CARD CAGES, RACKS, FRONT/BACK PANELS, ENCLOSURES, CONNECTORS, ETC.
C1417	Meeting Deadlines	Desired	ABLE TO WORK WITH SHORT NOTICE OR TIMEFRAME IN ORDER TO MEET DEADLINES. ABILITY TO COMPLETE TASKS UNDER PRESSURE.
C1418	Message Circuit Layout Design	Desired	DESIGN THE CIRCUIT LAYOUT IN TIRKS FOR MESSAGE CIRCUIT. ISSUE MESSAGE CIRCUIT WORD DOCUMENT.
C1420	Message Trunking Hierarchy Knowledge	Desired	UNDERSTANDS THE HIERARCHY ASSOCIATED WITH MESSAGE TRUNKING AND WORKS WITHIN A FRAMEWORK TO INSTALL, MAINTAIN OR REPAIR EQUIPMENT.
C1434	Monitoring Skills	Desired	Ability to listen to customer and Operator interaction, while observing key actions and screen displays and recording pertinent details. Conducting observations in parallel or from a monitor position.

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C1444	Multiple Focus	Desired	<p>Knowledge of Monitoring Agreement and CPUC Decisions</p> <p>MANAGES A LARGE NUMBER (I.E., 10-15), DIFFERENT AND OFTEN CONFLICTING OBJECTIVES, PROJECTS OR ACTIVITIES AT ONE TIME. ALSO MAINTAINS A CLEAR SENSE OF PRIORITIES AND A VISION OF THE LARGER PICTURE.</p>
C1447	Network Engineering Knowledge	Desired	<p>UNDERSTANDS AND CAN USE ENGINEERING PRINTOUTS AND DOCUMENTATION TO PERFORM THE REQUIRED SERVICE SUPPORT FUNCTIONS.</p>
C1448	Network Protocol	Desired	<p>EXPERTISE IN SPECIFIC PROTOCOL FROM NETWORK TO APPLICATION LAYER INCLUDING SNA-SDCC, X.25, BSC, ASYNC, DDCMP, TEST, TROUBLESHOOT AND INSURE STANDARD IS MET. DEVISE EMULATION AND TEST PROGRAM USING SAME.</p>
C1779	Network System Software Knowledge	Desired	<p>UNDERSTANDS AND EFFECTIVELY USES DETAILED TRANSLATION REQUIREMENTS OF DATA SWITCHING TECHNOLOGIES AND CAN EFFECTIVELY PERFORM THE REQUIRED SOFTWARE MANIPULATION FOR PROVISIONING AND NETWORK ROUTING.</p>
C1455	Office Equipment Operation	Desired	<p>UNDERSTANDS AND IS ABLE TO USE OFFICE EQUIPMENT SUCH AS: VDT'S, FAX, COPIERS, ADDING MACHINES, MICROFICHE, CALCULATORS, ETC.</p>
C1465	Operations - Facilities	Desired	<p>WORKS WITH POWER, CARRIER, ANALOG/DIGITAL RADIO, COAXIAL/FIBER CABLE AND THEIR RELATED SYSTEMS. MAY ALSO INCLUDE DACS, 4ESS, 5ESS, STP, NCP, TSP, ETC. (DMS100)</p>
C1488	PC - Database	Desired	<p>FAMILIAR WITH PC PACKAGES SUCH AS MICROSOFT ACCESS, FILE MAKER PRO, DBASE, PC FOCUS AND PROFESSIONAL FILE.</p>
C1136	PC - Software/Hardware Knowledge	Desired	<p>ABILITY TO INSTALL, UPGRADE AND REMOVE PC SOFTWARE AND HARDWARE.</p>
C1493	PC - Spreadsheet	Desired	<p>FAMILIAR WITH PC PACKAGES SUCH AS MICROSOFT EXCEL OR LOTUS 1-2-3.</p>
C1039	PC Keyboarding - Basic	Desired	<p>UNDERSTANDS BASIC PC OPERATIONS SUCH AS DATA ENTRY AND THE VARIOUS COMMANDS SUCH AS LETTER, NUMBER AND FUNCTION KEYS OCCASIONALLY USED FOR REPORTS, ETC.</p>
C1040	PC Software - Basic	Desired	<p>UNDERSTANDS PC OPERATIONS SUCH AS BASIC WORD PROCESSING AND COMMON SPREADSHEET SOFTWARE AND USES THIS KNOWLEDGE TO IMPROVE ONE'S ABILITY TO PERFORM JOB RESPONSIBILITIES.</p>
C1040	PC Software - Basic	Desired	<p>UNDERSTANDS PC OPERATIONS SUCH AS BASIC WORD PROCESSING AND COMMON SPREADSHEET SOFTWARE AND USES THIS</p>

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C1510	PICS/DCPR Knowledge	Desired	KNOWLEDGE TO IMPROVE ONE'S ABILITY TO PERFORM JOB RESPONSIBILITIES.
C3008	Payroll/Attendance Records	Desired	MAINTENANCE OF PICS/DCPR DATABASE FOR OUTSIDE PLANT EQUIPMENT.
C1511	Plant Operations	Desired	ABILITY TO MAINTAIN PAYROLL AND ATTENDANCE RECORDS
			OPERATES, TENDS OR MONITORS MACHINES, EQUIPMENT OR RELATED SERVICE SYSTEM FACILITIES WHICH PROVIDE WATER SUPPLY, WASTE TREATMENT, ELECTRICAL POWER, AIR CONDITIONING, REFRIGERATION, GASES OR SIMILAR PLANT SERVICES NECESSARY FOR A MANUFACTURING LOCATION.
C1516	Policies & Procedures (Hazardous Waste)	Desired	KNOWS AND FOLLOWS COMPANY POLICIES ON HAZARDOUS WASTE CONTAINMENT.
C1519	Policies & Procedures (Security)	Desired	KNOWS AND FOLLOWS COMPANY POLICIES AND PROCEDURES REGARDING SECURITY
			SENSITIVE ENVIRONMENTS, CAN WORK UNDER OBSERVATION, HANDLES KEYS AND COINS.
C1524	Power Equipment	Desired	ABILITY TO SAFELY USE AND HANDLE HEAVY DUTY POWER EQUIPMENT PERTINENT TO JOB AREA.
C2041	Power Supplies	Desired	UNDERSTANDS POWER SUPPLY SYSTEMS; RECTIFICATION; FULL-WAVE RECTIFICATION; CONVERSION OF RMS. UNDERSTANDS VALUES TO AVERAGE VALUES, FILTERS, VOLTAGE MULTIPLIERS, TRIPPLE AND REGULATION; ZENER REGULATORS, TROUBLESHOOTING AND REPLACEMENT PARTS.
C1535	Problem Resolution	Desired	ANALYZING, EVALUATING AND TRACKING SYSTEM PROBLEMS/TROUBLES AND EQUIPMENT FAILURES UTILIZING KNOWLEDGE AND SKILLS TO AFFECT THE FINAL RESOLUTION.
C1548	Products And Services	Desired	KNOWLEDGE OF TYPES OF PRODUCTS AND SERVICES THE COMPANY PROVIDES AND WHERE TO DIRECT CUSTOMERS.
C1551	Program Troubleshooting	Desired	USING STATE-OF-THE-ART AUDIO TEST EQUIPMENT, TROUBLESHOOT AUDIO SIGNALS AND REPAIR EQUIPMENT.
C1553	Programming Language - Other	Desired	WORKING KNOWLEDGE OF OTHER PROGRAMMING LANGUAGES, E.G., PL1.
C1460	Provision Records	Desired	PROVISION AND MAINTAIN OFFICE RECORDS. (TRACKING, ROUTING & CHARGING).
C1561	Provisioning - Circuit And Facility	Desired	ASSIGNING AT&T CIRCUIT.
C1579	Record Keeping	Desired	EFFECTIVELY CREATES AND MAINTAINS RECORDS AND KEEPS ACCURATE RECORDS CONCERNING AREA OF RESPONSIBILITY.
C1581	Records Maintenance	Desired	KEEPS ACCURATE RECORDS OF MAINTENANCE/INSTALLATION ACTIVITY AND MAY ACCESS VARIOUS COMPUTER DATABASES TO UPDATE COMPANY RECORDS.

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C1582	Reference Materials Knowledge	Desired	UNDERSTANDS THE VARIOUS REFERENCE MATERIAL THAT EXISTS; HOW TO ACCESS IT, AND HOW IT APPLIES TO JOB DUTIES SPECIFIC TO THE OPENING.
C1587	Repair Referral	Desired	EFFECTIVELY RECEIVES REQUESTS FOR REPAIR SERVICES AND DISPATCHES THE APPROPRIATE INDIVIDUAL OR REPAIR FUNCTION.
C1590	Report Preparation	Desired	EFFICIENTLY PREPARES VARIOUS STATISTICAL AND/OR OTHER REPORTS IN A WAY THAT IS CLEAR AND LEGIBLE.
C1595	Research And Investigation	Desired	THE ABILITY TO FACT FIND AND PROBLEM SOLVE BASED ON INFORMATION GATHERED FROM ONE OR MULTIPLE SOURCES.
C3040	SCP/ISCP Maintenance	Desired	EFFECTIVELY ANALYZE, DIAGNOSE, AND RESPOND TO SCP/ISCP MAINTENANCE EVENTS AND EXECUTE PROPER STEPS FOR RESOLUTION.
C1628	SES - Co Referral	Desired	WRITES TROUBLE TICKETS AND REFERS IT TO THE CENTRAL OFFICE. MAY ISSUE A FORMAL CHALLENGE TO THE SERVICE OBSERVING BUREAU.
C3042	SS7 STP Switch Maintenance	Desired	EFFECTIVELY ANALYZE, DIAGNOSE, AND RESPOND TO SS7 MAINTENANCE EVENTS AND EXECUTE PROPER STEPS FOR RESOLUTION.
C3043	SS7 STP Switch Translations	Desired	LOGICALLY MAKE COMPLEX ASSOCIATION BETWEEN SS7 STP SOFTWARE TABLES, CHARTS ASSIGNMENTS, AND DOCUMENTATION FOR ROUTING, GLOBAL TITLE, GATEWAY SCREENING, AND LINK TRANSLATIONS.
C3065	SWITCH Database	Desired	Have knowledge and understands the SWITCH database and can identify errors and take the necessary steps for corrections.
C1605	Safety - Underground Knowledge	Desired	UNDERSTANDS AND FOLLOWS SAFETY PROCEDURES FOR WORKING UNDERGROUND I.E., VAULTS, SIDEWALK BOXES, AND COMMUNICATIONS CLOSETS.
C1602	Safety Awareness	Desired	KNOWS AND FOLLOWS COMPANY POLICY AND PROCEDURES REGARDING SAFETY. MAINTAINS APPROPRIATE LEVEL OF CAUTION WHEN WORKING, LIFTING, OR HANDLING POTENTIALLY HAZARDOUS EQUIPMENT OR MATERIALS.
C1603	Safety Compliance	Desired	COMPLIES WITH ALL SAFETY AND HOUSEKEEPING STANDARDS.
C1611	Schematic Drawings	Desired	ABILITY TO READ AND INTERPRET COMPLEX DRAWINGS AND PRIORITIZE TASKS TO BE DONE.
C1611	Schematic Drawings	Desired	ABILITY TO READ AND INTERPRET COMPLEX DRAWINGS AND PRIORITIZE TASKS TO BE DONE.
C1622	Service Order Knowledge	Desired	GENERAL KNOWLEDGE OF THE SERVICE ORDER FROM A USER STANDPOINT.
C1623	Service Order Knowledge-Technical	Desired	UNDERSTAND SERVICE ORDER CODES IN RELATION TO CIRCUIT/SERVICE DESIGN,

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C2078	Software Installation	Desired	IMPLEMENTATION AND/OR INSTALLATION. Previous training or work experience in loading computer software from CD or internet programs
C1632	Soldering Irons Knowledge	Desired	REPAIR SOLDERING IRONS AND USE THEM ON FRAME.
C1637	State Safety Regulations Knowledge	Desired	UNDERSTANDS STATE SAFETY REGULATIONS AS THEY APPLY TO AREA OF RESPONSIBILITY AND PERFORMS DUTIES WITHIN THAT FRAMEWORK.
C1649	Switch Access	Desired	ACCESS SWITCHES TO RETRIEVE INFORMATION FOR CUSTOMERS AND OFFICE DATA. (TROUBLESHOOTING CUSTOMER TROUBLE).
C3067	TIRKS Database	Desired	Have knowledge and understands the functions of the TIRKS database and can extract pertinent facilities information as required.
C1662	Technical Illustration	Desired	INTERPRETATION AND ARTIST RENDERING OF TECHNICAL MATERIAL, E.G. ELECTRICAL OR MECHANICAL APPARATUS, SYSTEM AND EQUIPMENT.
C1664	Telco Hold Orders	Desired	HANDLES TELCO HOLD ORDERS. MAINTAINS UP-TO-DATE FILES FOR PENDING COMPLEX JOBS.
C1670	Test Assistance	Desired	ASSISTS OUTSIDE HI-CAP FIELD WORK GROUP, TRCC, CUSTOMERS, OR ANOTHER CENTRAL OFFICE ON TURN UP OR MAINTENANCE OF T1, T3, T3C, T3D, T3E, T4E, AND T4C SYSTEMS.
C1673	Testing	Desired	PERFORMING TESTING AND TROUBLESHOOTING OF ELECTRICAL AND ELECTRONIC CIRCUITRY.
C1676	Testing - Toll	Desired	PERFORMING TESTING AND TROUBLESHOOTING OF ELECTRICAL AND ELECTRONIC CIRCUITRY. (UTILIZE PARTS AND VARIOUS TEST EQUIPMENT SUCH AS HP METERS, (T-COMM), LEVEL TRACERS, LORD DETECTORS, ETC.).
C1674	Testing Procedures Knowledge	Desired	UNDERSTANDS AND CAN PERFORM THE VARIOUS TESTS ASSOCIATED WITH MAINTENANCE REPAIR AND/OR INSTALLATION, E.G., MECHANIZED LOOP TESTING (MLT), MAIN DISTRIBUTING FRAME (MDF) IN OR OUT TESTS, VDAS, TMS, AND PM TESTS.
C1680	Time Reporting	Desired	PROCESSING HOURS WORKED, EITHER MANUALLY OR ELECTRONICALLY. MAY INCLUDE COMPLETING FORMS, CODING AND/OR ENTERING.
C1686	Tool Knowledge	Desired	UNDERSTANDS AND USES THE VARIOUS TOOLS REQUIRED FOR BUILDING, MAINTENANCE OR SERVICE SUPPORT FUNCTIONS IN AN EFFICIENT AND SAFE MANNER.
C1692	Training Program Knowledge	Desired	UNDERSTANDS TRAINING PROGRAM, CLASSES, AND CURRICULUM. MANAGES THE SCHEDULE OF INSTRUCTORS AND CLASSES.
C2054	Transformers	Desired	UNDERSTANDS TRANSFORMER FUNDAMENTALS; EFFICIENCY OF TRANSFORMERS; LOADED AND

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C1778	Translations Formatting	Desired	UNLOADED TRANSFORMERS; TRANSFORMER CORES; TYPES OF TRANSFORMERS; IMPEDANCE MATCHING; TRANSFORMER RATINGS; SERIES AND PARALLEL WINDINGS; THREE-PHASE TRANSFORMERS. ABILITY TO FORMAT SWITCH TRANSLATIONS FOR SERVICE PROVISIONING. MAY USE TECHNICAL REFERENCE TO ASSIST IN FORMATTING.
C1695	Transmission Equipment Knowledge	Desired	UNDERSTANDS THE VARIOUS PIECES OF TRANSMISSION EQUIPMENT SUCH AS DACS, MET AND DDS AND CAN PROVIDE INSTALLATION, REPAIR OR MAINTENANCE FUNCTIONS.
C2059	Trouble Reports- Analyze And Diagnose	Desired	ABILITY TO ACCURATELY ANALYZE AND DIAGNOSE TROUBLE REPORTS AND ACTIVATION EXPECTATIONS.
C1714	Vehicle Inspection	Desired	EFFICIENTLY INSPECTS COMPANY VEHICLES AND KEEPS ACCURATE INSPECTION RECORDS ON A DAILY BASIS.
C1716	Vehicle Maintenance	Desired	EFFICIENTLY INSPECTS AND PERFORMS HOUSEKEEPING DUTIES ON ASSIGNED COMPANY VEHICLES.
C1732	Wiring	Desired	REMOVE INSULATION AND POSITION WIRE, ASSEMBLE LUGS AND TERMINALS, WRAPPING, MECHANICAL ATTACHING, SOLDERING AND DRESSING WIRES, CABLE AND ELECTRICAL CONDUCTORS IN APPARATUS AND EQUIPMENT TO COMPLETE CIRCUITS ACCORDING TO MODELS, DRAWINGS AND DIAGRAMS.
C1443	Word Document Knowledge	Desired	ABILITY TO READ VARIOUS TYPES OF EQUIPMENT, CABLE PAIRS, FACILITY, LCIE TERMINATION AND DSX LOCATIONS ON WORD DOCUMENTS. MAY HAVE TO DISTRIBUTE, COORDINATE, PROCESS AND INTERPRET A MASS AMOUNT OF WORD DOCUMENTS ALL DAY.
C1430	Word Knowledge	Desired	UNDERSTANDS THE FUNCTIONS AND APPLICATIONS OF THE WORD SYSTEM.
C3062	Work Force Administration (WFA) (System)	Desired	Understands the functions of the WFA system and can write tickets within it.

License/Certificates:

Skill Code	Skill Name	Applicability	Skill Description
C3068	Motor Vehicle License	May be Required	Possess valid driver's license
C1636	State Certification	Desired	THE ABILITY TO QUALIFY FOR STATE MANDATED LICENSES, I.E., SMOG, BRAKE, HEADLIGHT ADJUSTMENT, AIR-CONDITIONING, ETC.

Performance/Attendance

Satisfactory performance and attendance in present job.



Job Brief

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REASONABLE ACCOMMODATIONS

Reasonable accommodations will be made for qualified candidates with disabilities. Essential job functions are identified for specific jobs on job requisition forms.

-----End of Report-----