

# Telecommunications Specialist II

## Position Details

Class Code: 4811

Job Family: Broadcast/Communications

Classification: Support Professional

Terms of Employment: [Pay Grade 59 on the Support Professional Salary Schedule](#)

FLSA STATUS: NON-EXEMPT

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## Position Summary

Under general direction, operates, maintains, and assists in the planning/maintenance of Vegas PBS technical facilities, broadcasting/cable equipment, wide-area network (WAN) integrated electronic media storage/servers, software interfaces, automation and distribution systems, local area network (LAN) computer systems, and microcomputers.

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## Essential Duties and Responsibilities

This list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Performs technical design, upgrade planning, operation, maintenance, and repair on the following:
  - Facilities
  - Broadcasting equipment
  - WAN and LAN computer systems
  - Peripheral devices
  - Integrated servers and software
  - Television transmission/reception systems
  - Studio/editing systems
  - Other related systems and equipment

2. Researches and recommends acquisition of new and emerging technology interconnecting and delivery systems, including WAN video distribution systems, satellite/fiber optic integration technology, and video service automation.
3. Assists in technical design and upgrade planning for facilities, systems, and equipment.
4. Installs microcomputers and peripheral devices for systems including automation, machine control, video on-demand (VOD), and WAN systems.
5. Installs application menus and vendor-provided software.
6. Configures/reconfigures hardware and software to match system environment, including debugging of programs for systems used with VOD and automation hardware.
7. Uses logical problem solving procedures to isolate faults in microcomputer software, hardware, and communications.
8. Provides technical explanations of digital television (DTV) production and transmission system operations to TV producers, management, technical, and non-technical personnel so they understand how best to implement and use digital TV systems.
9. Specifies, installs, operates, and maintains digital video and audio, microwave systems, routing switches, production and master control switches, storage systems including tape, disk, and optically-based systems, WAN and LAN computer networks used in television systems, and multi-channel automation systems.
10. Designs, evaluates, and coordinates engineering and inspection of instructional television distribution systems in new schools and rehabilitation projects alongside Construction Management.
11. Operates master control and Telecine.
12. Performs videotape editing and camera adjustments/color balancing in support of studio recordings, remote productions, and live broadcasts.
13. Troubleshoots and repairs electronic circuit systems, including television and computer equipment, to the component level.
14. Attends conferences, seminars, and trade shows, as approved, to keep up-to-date with changing technologies in the television broadcasting, telecommunications, and computer industries.
15. Maintains and repairs Educational Broadband Service (EBS), Master Antenna Television (MATV), and Community Access Television (CATV) systems at all Clark County School District schools, transmission towers, and other sites.
16. Meets with vendors, when necessary.
17. Maintains accurate documentation of tasks performed to comply with Federal Communication Commission (FCC), Society of Broadcast Engineers (SBE),

- Public Telecommunications Facilities Program/National Telecommunications and Information Administration (PTFP/NTIA), Bureau of Land Management (BLM), and Occupational Safety and Health Administration (OSHA) regulations.
18. Supervises and instructs assigned staff (i.e., Telecommunication Specialist I, Master Control Specialist, and student worker staff).
  19. Installs, repairs, and operates WAN, LAN, VOD, and other analog or digital equipment for master control, Telecine, recording studio productions, and equipment.
  20. Conforms to safety standards, as prescribed.
  21. Performs related duties, as assigned.
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## **Distinguishing Characteristics**

Installs, repairs, and maintains telecommunications broadcasting equipment.

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## **Knowledge, Skills, and Abilities (Position Expectations)**

1. Knowledge of advanced electronics including logic circuits, amplifier characteristics, and filter selection/usage.
2. Knowledge of electronic data processing (EDP) system specifications for all computer systems.
3. Knowledge of LAN and WAN technology, such as internetworking and data communication.
4. Knowledge of microcomputer electronic components, operating systems, and applications.
5. Knowledge of digital audio and video standards, Moving Picture Experts Group (MPEG2), telecommunication standards, optical imaging, data-stream encryption, and modulation types including National Television System Committee (NTSC) AM, Advance Television Systems Committee (ATSC) 8VSB, Frequency modulation (FM), Quadrature Phase Shift Keying (QPSK), Quadrature Amplitude Modulation (QAM), and 8PSK.
6. Knowledge of television transmission and receiving systems such as microwave, satellite, translator, EBS, MATV, and CATV systems and studio equipment.
7. Knowledge of television/production activities and the equipment required to perform these functions.
8. Comprehensive knowledge of all Telecommunications Specialist I position skills and abilities.

9. Ability to operate testing equipment.
  10. Ability to read schematics.
  11. Ability to read, interpret, and apply FCC, SBE, PTFP/NTIA, BLM, and OSHA rules and regulations.
  12. Ability to operate and maintain television equipment.
  13. Ability to prepare technical and/or statistical reports.
  14. Ability to work cooperatively with employees, vendors, other agencies, and the public.
  15. Ability to recognize and report hazards and apply safe work methods.
  16. Possess physical and mental stamina commensurate with the responsibilities of the position.
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## **Position Requirements**

### **Education, Training, and Experience**

1. High school graduation or other equivalent (i.e., General Educational Development (GED), college, foreign equivalency, etc.)
2. Two (2) years of college coursework in computer science or electronic engineering from an accredited college or university; and, Two (2) years of experience supporting telecommunication computer systems and installing, maintaining, and operating current television technology broadcast equipment; or, Four (4) years of experience as described above.

### **Licenses and Certifications**

A valid driver's license or state-issued identification card.

### **Preferred Qualifications**

SBE Operators and A+/Cisco CCNA certifications are preferred but not required at the time of application. If not currently in possession, certifications must be obtained within one (1) year of hire and maintained for the duration of the assignment.

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## **Document(s) Required at Time of Application**

1. Copy of a valid driver's license or state-issued identification card.
2. High school transcripts or other equivalent (i.e., GED, foreign equivalency, etc.)
3. College transcript(s), if applicable.
4. Specific documented evidence of training and experience to satisfy qualifications.

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## Examples of Assigned Work Areas

Clark County School District facilities, TV stations, schools, and remote location sites.

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## Work Environment

### Strength

Medium/heavy - exert force of 50-100 lbs., occasionally; 25-50 lbs., frequently; or 10-20 lbs., constantly.

### Physical Demand

Frequent sitting, standing, walking, pushing, pulling, stooping, kneeling, crouching, reaching, handling, and repetitive fine motor activities. Hearing and speech to communicate in person, via video conference and computers, or over the telephone. Mobility to work in a typical office setting and use standard office equipment. Stamina to remain seated and maintain concentration for an extended period of time. Vision: Frequent near acuity, occasional far acuity, and color vision. Vision to read printed and online materials, a Video Display Terminal (VDT) screen, or other monitoring devices.

### Environmental Conditions

Varies from a climate-controlled office setting to work outdoors with temperatures ranging from mild/moderate to extreme cold/heat. Exposure to noise levels ranging from moderate to loud for occasional to frequent time periods and frequent electrical shock hazards.

### Hazards

Furniture, playground/office equipment, communicable diseases, chemicals and fumes (as related to specific assignment), and power/hand-operated equipment and machinery (as related to specific assignment).

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## Examples of Equipment/Supplies Used to Perform Tasks

None specified.

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## **AA/EOE Statement**

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School District we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity we have the power to reflect the community we serve.

## **Job Revision Information**

- Revised: 06/02/23
- Created: 12/13/85