

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

Position Summary

Under general direction, operates, maintains, and assists in the planning and maintenance of KLVX Communications Group technical facilities, analog, and digital 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.

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 of facilities, broadcasting equipment, WAN and LAN computer systems, peripheral devices, integrated server/software integration and interfacing user support, television transmission and reception systems, studio and editing systems, as well as other related systems and equipment.
2. Researches and recommends acquisition of new and emerging technology interconnecting and delivery systems such as, but not limited to, video

- distribution systems for the WAN, satellite and fiber optic integration technology, and automation of video services.
3. Assists in the technical design and upgrade planning for facilities, systems, and equipment.
 4. Installs microcomputers and peripheral devices for systems including automation, machine control, VOD, and WAN systems.
 5. Installs application menus and vendor provided software.
 6. Configures and reconfigures hardware and software to match system environment, including debugging of programs for systems used with VOD and automation hardware.
 7. Uses logical problem determination procedures to isolate faults in microcomputer software, hardware, and communications.
 8. Provides technical explanation of 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 with Construction Management.
 11. Operates master control and Telecine.
 12. Performs videotape editing, color balancing of cameras, and adjustments to camera video levels in support of recorded studio, remote productions, and live broadcasts.
 13. Troubleshoots and repairs to the component level all electronic circuit systems, including television and computer equipment.
 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. Provides the maintenance and repair of EBS, MATV, and CATV systems at all Clark County School District schools, transmission, and other sites.
 16. Meets with vendors when necessary.
 17. Maintains accurate required documentation of tasks performed to comply with FCC and SBE regulations, PTFP/NTIA, BLM, and OSHA.
 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

Involves technical work in the installation, repair, and maintenance of telecommunications broadcasting equipment.

Knowledge, Skills, and Abilities (Position Expectations)

1. Knowledge of advanced electronics including logic circuits, amplifier characteristics, filter selection, and usage.
2. Knowledge of EDP system specifications for all computer systems.
3. Knowledge of local and wide-area computer network 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, MPEG2, telecommunication standards, optical imaging, data-stream encryption, modulation types including NTSC AM, ATSC 8VSB, FM, QPSK, QAM, and 8PSK.
6. Knowledge of digital and analog television transmit and receive systems such as microwave, satellite, translator, EBS, MATV, and CATV systems and studio equipment.
7. Knowledge of television and production activities and the equipment required to perform these functions.
8. Comprehensive knowledge of all telecommunications specialist I knowledge, 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 courses in computer science or electronic engineering from an accredited college or university; and,
Two (2) years experience in support of telecommunication computer systems and the installation, maintenance, and operation of current television technology broadcast equipment; or
Four (4) years experience, as outlined above, will fulfill the college and experience requirement.

Licenses and Certifications

1. A valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada. License must be maintained for the duration of the assignment.
2. Copy of current driving history (dated within six (6) months from the date printed) issued by the Department of Motor Vehicles, is required at the time of application and at the time of interview, prior to final selection.

Preferred Qualifications

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

Document(s) Required at Time of Application

1. High school graduation or other equivalent (i.e., GED, foreign equivalency, etc.).
2. College transcript(s) if applicable.

3. A valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada.
 4. Copy of current driving history (dated within six (6) months from date printed) issued by the Department of Motor Vehicles.
 5. 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 station, schools, and remote location sites.

Work Environment

Strength

Medium/Heavy - Exert force 50-100 lbs., occasionally; 25-50 lbs., frequently; or 10-20 lbs., constantly. May involve significant standing, walking, pushing, pulling, and carrying.

Physical Demand

Frequent climbing, balancing, stooping, kneeling, crouching, hearing, reaching, handling, repetitive fine motor activities and feeling. Vision: Frequent near and far acuity, depth perception and focal length change and color vision. Mobility to work in a typical office setting and use standard office equipment. Vision to read printed materials, VDT screens, or other monitoring devices. Hearing and speech to communicate in person or over the telephone.

Environmental Conditions

Varies from a climate-controlled office setting to work out doors with temperatures ranging from mild/moderate to extreme cold/heat. Exposure to noise levels ranging from moderate to loud and 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).

Examples of Equipment/Supplies Used to Perform Tasks

None Specified

AA/EOE Statement

This employer does not knowingly discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, or national origin.

Job Revision Information

- Revised: 09/24/20
- Created: 12/13/85