

Position Title:	Installation & Repair Technician	Department: Outside Plant
Reports To:	Outside Plant Supervisor	FLSA Status: Non-Exempt
Location:	Pilot Grove, MO	

General Summary:

Installs, maintains, and services telephone lines, subscriber carrier systems, terminal, protection devices, digital subscriber lines (DSL), fiber lines and customer-owned equipment. May also diagnose and repair trouble in voice frequency repeaters, loop extenders, and cable loading systems.

Splices, terminates, and maintains cable, including fiber-optic cable. Identifies, counts, and prepares groups of pairs for splicing. Maintains central office cable system. Splices cable to protector devices and the main distribution frame at the Central Office. Splices customer drop cable to the Central Office cable system. Wires lead coil of other devices into subscriber's loop plant. Transfers service from one cable or terminal to another.

Essential Job Functions:

- Installs new services and equipment for subscribers by installing drop wires, station protectors, and network interface devices in accordance to company standards. Wires new systems using appropriate tools.
- Maintains and repairs existing services and equipment by using test sets to locate line trouble. Determines necessary repairs which may include repairing wiring, station protectors, ground connections, running new wires and replacing jacks, NID's and pedestals as needed. Occasional pole climbing with hooks and ladders and working aloft in a bucket truck is required.
- Maintains and repairs voice frequency repeaters, loop extenders, and cable loading systems.
- Installs initial wiring and rewiring for new subscriber systems.
- Splices cables and cuts terminals for new construction. Maintains and repairs new cable plant copper and fiber optic lines by opening and bonding lines and fibers.
- Maintains cable system by testing to locate trouble, opening cable to repair or replace defective sections, and closing and sealing cable.
- Identifies, counts, and prepares groups of pairs for splicing. Adds new lines of service as directed by subscriber.
- Splices cable to protector devices and Central Office main distribution frame and splices customer drop cable to the Central Office cable system.
- Transfers customers' service from one cable and/or terminal to another by reworking cut sheets and assigning counts.

- Completes all Outside Plant Operations related forms and reports.
- Confer with customers to further determine problems and acceptable resolutions.
- Must have valid Class B, CDL driver's license.
- Performs all other related duties as assigned by management.*

*These tasks do not meet the Americans with Disabilities Act definition of essential job functions and are usually less than 5% of time spent. However, these tasks still constitute important performance aspects of the job.

Knowledge, Skills, and Abilities:

- Knowledge of test, switching and electronic equipment.
- Knowledge of voice communications and digital technology.
- Knowledge of telephone line construction process.
- Knowledge of telecommunications plant operations and maintenance.
- Knowledge of company products and services.
- Knowledge of company policies and procedures.
- Knowledge of state and federal safety regulations.
- Skill in operating service equipment including splicing materials, pedestals, marking materials, cable reel trailers, and various hand tools and testing equipment.
- Skill in operating various vehicles and hand tools.
- Skill in reading cable records, specifications, and circuit diagrams.
- Ability to communicate with co-workers and various business contacts in a professional and courteous manner.
- Ability to read and interpret documents such as maps, operating and maintenance instruction manuals.
- Ability to pay close attention to detail.
- Ability to work overtime as needed.
- Ability to work on-call rotation.
- Ability to work independently and make sound technical decisions using information at hand.

Education and Experience:

Minimum of High School diploma. Two years of telecommunications schooling or equivalent work experience.

Physical Requirements:

PHYSICAL REQUIREMENTS	0-24%	25-49%	50-74%	75-100%
Seeing: Must be able to read service orders and trouble reports.				X
Hearing: Must be able to hear well enough to communicate with employees and customers.				X
Standing/Walking: Must be able to move about work site.			X	
Climbing/Stooping/Kneeling: Must be able to climb poles, stoop, kneel and crawl to perform installations.			X	
Lifting/Pulling/Pushing: Must be able to lift at least 75 lbs.			X	
Fingering/Grasping/Feeling: Must be able to write, type, and use phone system. Must be able to pull cable for line work.				X

Working Conditions:

This factor measures the surroundings or physical conditions under which a job must be done and the extent to which those conditions make the job disagreeable. Consider the presence and relative amount of exposure to dust, dirt, heat, fumes, contaminants, cold, noise, vibration, wetness, etc.

Good working conditions; may involve occasional exposure to some of the elements listed above.

Note: The statements herein are intended to describe the general nature and level of work being performed by employees, and are not to be construed as an exhaustive list of responsibilities, duties and skills required of personnel so classified. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the employer.