

JOB ANNOUNCEMENT

CC Communications is owned & operated by Churchill County, Nevada
An Equal Opportunity Employer

Business Services Technician

Salary: CHT 26 \$15.73 - \$35.64

Position opens November 5, 2020 and closes November 30, 2020

(may be used for multiple positions)

(Salary placement depends on qualifications, budget constraints and conformance with the Collective Bargaining Agreement.)

Plus 100% paid PERS (defined benefit) retirement, health insurance, vacation and sick leave

Applications are invited for the full-time position of Business Services Technician. Position performs work in connection with the installation/maintenance and repair/construction of voice services, including but not limited to multiline key system, PBX, broadband services video network facilities and customer premise equipment for existing and new customers. Duties may include construction, installation, repair, routine maintenance, and operation of telephone and broadband lines, instruments and related equipment, on or off subscriber premises for all existing and future product lines (regulated and deregulated), i.e., telephone, broadband data devices, computers, DSL modems, set top boxes, non-regulated equipment. etc. Carrying out technical duties for diversified services such as data equipment, etc. The Business Services Technician shall be responsible for adhering to the following core values:

- Communicate, actively share knowledge and information
- Accountable, take ownership and responsibility for making, keeping and answering for all commitments to each other and our customers
- Respect, show respect for all
- Cooperate, work as a unified team
- Passionate, passionate about providing employees and customers innovative technology solutions through continual personal and professional growth.

Perform tasks including but not limited to:

- Makes various types of multi-line telephone installations, including configuring in different platforms, identifying correct cable pair in pedestal or on terminal block,

installing and properly grounding drop and inside wiring. Install wall telephones with concealed wiring. Install plugs, jacks, and extension bells, VOIP and SIP phone sets.

- Locates trouble in multi-line telephone installations and repair or replace faults.
- Checks loops and records proper readings. Uses test sets and interprets readings in locating line trouble; localizes line trouble, determines necessary repairs, and changes cable pairs if required.
- Picks up color-coded cable pairs and installs pairs into ready access enclosures or underground pedestals. Installs and appropriately arranges inside wiring cable in key system terminal blocks.
- Repairs trouble to cable plant, drop wire, station wiring, and telephones. Works with NOC and Broadband Engineering personnel to diagnose and repair trouble in carrier systems.
- Installs or assists NOC and Broadband Engineering staff with the installation of switching and related equipment. Perform periodic maintenance on switches, batteries, chargers, and related equipment.
- Installs and maintains data equipment and modems.
- Installs and maintain equipment for diversified Telco services.
- Maintains Nortel and Meridian 1 switch and related equipment at NAS Fallon.
- Installs Surveillance and Alarm Systems
- Locates trouble in Surveillance and Alarm Systems and repairs

QUALIFICATIONS

Any combination of training, educations and experience that would provide the skills, knowledge and abilities needed to perform the assigned duties of the position. A typical way to acquire the skills, knowledge and abilities is:

- Completion of the requirements for a high school diploma and
- At least two years of progressively responsible work in a technical, engineering or trades environment.
- At least six (6) months experience involving basic computer setup, configuration, and maintenance skills.
- At least one year of post-secondary education in a field of study related to the duties of the position preferred.
- May be required to obtain a security clearance.
- Must be able to obtain and maintain a Forklift Operator's Certificate when required.

Experience which demonstrated the following knowledge, skills and abilities:

- Knowledge of electricity, specification sheets and circuit diagrams.
- Ability to obtain knowledge of plant operations, industry standards and procedures, and current switching and plant technologies.
- Ability to use mechanical and electrical power tools.
- Ability to use a volt/ohm, TDR, OTDR meters and other test equipment appropriately.
- Ability to obtain the knowledge of splicing techniques for cable and fiber.
- Ability to pay close attention to detail, instruction and schedules.

- Ability to meet and deal with the public, to ensure positive public relations and to retain customer identification with the company.
- Ability to distinguish multi-color count cables.
- Ability to read, write, comprehend and speak English.
- Ability to accept responsibility for own activities.
- Ability to demonstrate initiative.
- Ability to demonstrate good attendance and punctuality and adhere to all company policies and rules.
- Ability to work under pressure of deadlines.
- Ability to communicate tactfully and effectively and to establish and maintain good working relationships with co-workers, supervisors/managers vendors, staff of other entities and the public.
- Skill in coordinating constructively with other CC Communications departments on plant projects.
- Ability to work in situations involving occasional pressure and stressful conditions.
- Ability to work with minimal supervision.
- Ability to maintain confidentiality of company proprietary information.
- Must have and maintain a Nevada Driver's License.
- Must be able to work overtime, evenings, weekends, Holidays and other non-standard hours and schedules as conditions warrant.
- Successful candidates may be subject to a drug and alcohol test and a criminal background check.

APPLICATION PROCEDURE:

Application materials are available at *CC Communications*, 50 W. Williams Ave, Fallon, Nevada or online at www.cccomm.net. **Applicants must submit a completed and signed CC Communications employment application and a résumé to CC Communications Human Resources, P.O. Box 1390, Fallon, NV, 89407 or drop off at 50 W. Williams Ave., Fallon, Nevada by the deadline for consideration. Résumés will not be accepted in lieu of completing and submitting the proper application materials by the closing date. Failure to submit the proper application materials by the closing date will remove the candidate from consideration.** Position will remain open until **5:00 PM, November 18, 2020.** Your application materials must clearly show your qualifications for the position to receive further consideration. Applicants may be required to take a test, submit supplemental material and/or take part in an interview. Successful candidates may be subject to a drug screen and a criminal background check.

BENEFITS:

- **Retirement – Public Employee Retirement (PERS)** – A defined benefit plan. Benefit payment is based on the average of the 36 highest consecutive months of service. Company pays 100% of contribution, and employee has no Social Security deduction. Takes 5 years to vest.
- Company pays 100% of employee premiums for medical, dental, long-term disability, vision and life insurance. (Dependent coverage available at cost to employee.)
- Deferred Compensation plan allows employee to invest money in Pre-Tax dollars to save for retirement.
- Vacation Leave - starting at 12 days per year for new employees.
- Holidays - 12 days per year.
- Sick Leave - 15 days per year.
- Tuition Reimbursement.
- Supplemental Life Insurance, Safety Program, Employee Assistance Program and Credit Union membership are available.

This announcement is generally descriptive of the duties and qualifications for the job. It is not to be construed as an expressed or implied contract.

CC Communications recognizes the fundamental right of applicants and employees to be assessed on merit alone. Therefore, it is the policy of CC Communications to provide equal employment opportunity for all applicants and employees. CC Communications does not sanction or tolerate discrimination in any form on the basis of race, color, religion, age, sex, sexual orientation, national origin, ancestry, medical condition, disability or veteran status.