

POSITION DESCRIPTION

AGENCY/DEPT ID DAS500000

DIVISION OR INSTITUTION
Office of Information TechnologyUNIT OR OFFICE
ISD/MARCSCOUNTY OF EMPLOYMENT
FranklinThis row is for Information
Technology classifications ONLYPRIMARY TECHNOLOGY (IT ONLY)
Fixed/Mobile HardwareSECONDARY TECHNOLOGY (IT ONLY)
Fixed/Mobile AdministrationPOSITION NUMBER
20006362☒ Reclassification☐ New Position☐ UpdatePosition Hyperlinked to ☐

Agency Organizational Tree

USUAL WORKING TITLE OF POSITION

POSITION NO. AND TITLE OF IMMEDIATE SUPERVISOR
See Table of Organization☒ Permanent
☐ Temporary
☐ Intermittent☒ Classified
☐ Unclassified
☐ EssentialOvertime: ☒ Eligible ☐ Exempt

Bargaining Unit 14

PR 35

Page 1 of 3

If FLSA Exempt, exemption type:

NORMAL WORKING HOURS (Explain unusual or rotating shift):

FROM: 8:00 am

TO: 5:00 pm


JOB DESCRIPTION AND WORKER CHARACTERISTICS

%	Job Duties in Order of Importance	Knowledge, Skills & Abilities
40	Evaluates effectiveness and risk of fixed/mobile environment processes for Multi-Agency Radio Communication Systems (MARCS) Computer Aided (CAD) and mobile data solutions. Recommends changes in fixed/mobile environment procedures to meet customer needs. Diagnoses, analyzes and resolves issues for MARCS' customers and provides Tier II-III level support.	Knowledge of: (1) oral & written communication tools & techniques; (2) customer support & personal service technical writing & documentation practices; (3) Fixed/Mobile Admin Tools (e.g. Motorola PremierOne Provisioning Tool, Motorola CPS, BK Rhelm System Key, Kenwood System Key, EF Johnson System Key, Motorola Advanced System Key, Motorola two-way encryption AES, DES, ADP, Datamaxx PSMC Console, IMCI Iris, Manage Engine OpManager, Motorola Zone Watch, Zone Manager, Unified Event Manager, Genesis, etherreel, packet analyzer); (4) Fixed/Mobile Admin Technologies (e.g. Motorola Premier Computer Aided Dispatch (CAD), Motorola PremierOne CAD/Mobile/Records, Datamaxx PSMC, Radio IP Multi-IP/Mobile Transaction Gateway, Mobility Manager, Motorola Astro and Astro 25); (5) Fixed/Mobile Admin Platform (e.g. Motorola PremierOne Data-base Configuration, PremierOne Data Table Relationships, Radio IP MTG/MM/Multi IP, Motorola Astro/Astro25); (6) IT principles, methods & practices in Fixed/Mobile Admin; (7) software distribution & configuration management tools & mechanisms; (8) organizations operation environment, topology, & protocols; (9) local area & wide area networking principles & concepts;

List Position Numbers & Job Titles of Positions Directly Supervised:

SIGNATURE OF AGENCY REPRESENTATIVE

DATE



11/30/15

JOB TITLE
Infrastructure Specialist 3JOB CODE
69933

APP 12-16-15-VES

<h1 style="margin: 0;">POSITION DESCRIPTION</h1>		AGENCY/DEPT ID DAS500000	
DIVISION OR INSTITUTION Office of Information Technology		UNIT OR OFFICE ISD/MARCS	
COUNTY OF EMPLOYMENT Franklin			
This row is for Information Technology classifications ONLY		PRIMARY TECHNOLOGY (IT ONLY) Fixed/Mobile Hardware	
SECONDARY TECHNOLOGY (IT ONLY) Fixed/Mobile Administration			

POSITION NUMBER 20006362	<input checked="" type="checkbox"/> Reclassification <input type="checkbox"/> New Position <input type="checkbox"/> Update			Position Hyperlinked to <input type="checkbox"/> Agency Organizational Tree											
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					Bargaining Unit 14 PR 35 Page 3 of 3										
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<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;">%</th> <th style="width: 65%;">Job Duties in Order of Importance</th> <th style="width: 30%;">Knowledge, Skills & Abilities</th> </tr> </thead> <tbody> <tr> <td style="text-align: center; vertical-align: top;">20</td> <td style="vertical-align: top;"> Assists in providing fixed/mobile consultation and recommendations for implementation, ensuring services are not compromised. Provides technical fixed/mobile leadership for integration of various related systems. Participates in and/or provides technical fixed/mobile assistance to achieve project tasks/meet deadlines. </td> <td style="vertical-align: top;"> Knowledge of: 1-14 Skills for: 15 - 25 Ability to: 26 - 31 </td> </tr> <tr> <td colspan="3" style="padding: 10px;"> <i>Job duty, knowledge, skill, and ability statements at a lower-level are understood to be able to be performed at any higher level.</i> </td> </tr> </tbody> </table>							%	Job Duties in Order of Importance	Knowledge, Skills & Abilities	20	Assists in providing fixed/mobile consultation and recommendations for implementation, ensuring services are not compromised. Provides technical fixed/mobile leadership for integration of various related systems. Participates in and/or provides technical fixed/mobile assistance to achieve project tasks/meet deadlines.	Knowledge of: 1-14 Skills for: 15 - 25 Ability to: 26 - 31	<i>Job duty, knowledge, skill, and ability statements at a lower-level are understood to be able to be performed at any higher level.</i>		
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						11/30/15									

JOB CODE 69933
 JOB TITLE Infrastructure Specialist 3
 App 12-16-15