

# CITY OF CHATTANOOGA

## Classification Specification Title: Radio Network Specialist

**Department: Fire**

**Pay Grade: GS.06**

**Supervision Received From: Dir. Wireless Communication**

**FLSA Status: Non-Exempt**

**Supervisory Responsibility For: None**

**Established: 12/07/18**

**Revision Dates: 4/4/25;**

**10/20/23; 1/11/23**

### CLASSIFICATION SUMMARY:

Incumbents in this classification are responsible for providing 24/7 advanced technical assistance with the maintenance and upkeep of radio networks, microwave networks, and land mobile radio device operations, implementation, troubleshooting and documentation. Work is performed with limited supervision.

**SERIES LEVEL:** The Radio Network Specialist is the first level of a five-level Radio Network series.

### ESSENTIAL FUNCTIONS:

*(The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.)*

Configures peripherals, software and related equipment; configures as necessary to ensure communication between components; evaluates and maintains remote network access; participates in the implementation of data communications system changes and upgrades and documents network configurations.

Monitors, troubleshoots, diagnoses and works to resolve malfunctions in a variety of routers, switches, firewalls, access points, telecom circuit, microwave radio networks, land mobile radio devices, conventional and trunked repeater systems, mobile data systems, 911 data systems, automatic vehicle locations systems, fire automatic dispatching systems, fault management systems and other network and land mobile radio equipment; works with vendor and Technical Assistance Center.

Provides 24/7 on-site user support of routers, switches, firewalls, access points, telecom circuit, microwave radio networks, land mobile radio devices, conventional and trunked repeater systems, mobile data systems, 911 data systems, automatic vehicle locations systems, fire automatic dispatching systems, fault management systems and other network and land mobile radio equipment.

Assists and trains radio device users.

Monitors network traffic via Network Management System and other third party applications; performs routine updates and maintenance on network and land mobile radio equipment.

Builds profiles and performs tasks related to network access for local and remote clients.

Stays current in the latest networking and Land mobile radio technology.

Carries, uses, and answers their cell phone for business purposes as determined by the assigned job duties and the department head.

Provides 24/7 response to critical network and infrastructure failures.

Must meet regular attendance requirements.

Must be able to maintain good interpersonal relationships with staff, co-workers, managers, and citizens.

Must accomplish the essential functions of the job, with or without reasonable accommodations, in a timely manner.

Performs other duties as assigned.

#### DEPARTMENT SPECIFIC DUTIES (if any):

**MINIMUM QUALIFICATIONS:** Two (2) year degree in Computer Science, Electrical Engineering, Information Systems, Industrial Electronics or Electronics Technology or equivalent military, vocational/technical training; supplemented by one (1) year of experience and/or training involving LMR network operations and maintenance to include experience working with Motorola and Microsoft products or any equivalent combination of education, training and experience which provides the requisite knowledge, skills and abilities for this job; or any combination of equivalent experience and education.

**LICENSING AND CERTIFICATIONS:** ETAI - CETa Associate Electronics Technician Certificate or equivalent. All certifications will be required after one year. Valid Driver's License.

#### SUPPLEMENTAL INFORMATION:

Knowledge of LMR and Microwave systems; applicable hardware and software applications; applicable telecommunication devices; wireless network principles and customer support principles.

Skill in providing customer service; configuration, installation, testing and troubleshooting of LMR networks and devices; troubleshooting applicable hardware, software, wireless telecommunication devices and wireless networks; communication and interpersonal skills as applied to interaction with coworkers, supervisor, and the general public, sufficient to exchange or convey information and to receive work direction.

**PHYSICAL DEMANDS:** Positions in this class typically require stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, talking, hearing, seeing, and repetitive motions.

**WORK ENVIRONMENT:** Medium Work: Exerting up to 150 pounds of force occasionally and/or up to 100 pounds of force frequently and/or up to 50 pounds of force constantly to move

objects. Incumbents may be subjected to electrical currents and Radio Frequencies. Incumbents may be required to work on ladders not to exceed 30 feet.

**SPECIAL REQUIREMENTS:**

Safety Sensitive: Y

Department of Transportation - CDL: N

Child Sensitive: N

The City of Chattanooga, Tennessee is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the employer.