



# **Telecommunications Technician**

## **Senior Telecommunications Technician**

**Exam Code: 9PB3501**

**Exam Code: 9PB3502**

**Department:** Governor's Office of Emergency Services

**Exam Type:** Departmental, Open

**Final Filing Date:** Continuous

### **CLASSIFICATION DETAILS**

**Telecommunications Technician** – \$5,873.00 - \$7,111.00 per month.

**Senior Telecommunications Technician** – \$6,158.00 - \$7,818.00 per month.

View [the Telecommunications and Senior Telecommunications Technician classification specification](#)

### **APPLICATION INSTRUCTIONS**

Final Filing Date: Continuous

#### **Who Should Apply:**

Applicants who meet the minimum qualifications as stated on this bulletin may apply for and take this examination.

Once you have taken this examination, you may not retake it for **three (3) months**.

#### **How To Apply:**

The link to connect to the Training and Experience Evaluation is located farther down on this bulletin in the "Taking the Exam" section.

#### **Special Testing Arrangements:**

Bulletin Date: 8/13/2019

If you require assistance or alternative testing arrangements due to a disability, please contact the testing department listed in the Contact Information section of this bulletin.

## **MINIMUM QUALIFICATIONS**

All applicants must meet the education and/or experience requirements as stated on this exam bulletin to be accepted into the examination. Part-time or full-time jobs, regardless of whether paid or volunteer positions, and inside or outside California state service will count toward experience.

### **All Levels**

All levels require possession of at least ONE valid certificate or license certified by the Department of General Services, Telecommunications Division, and industry accepted, qualifying the person to perform transmitter installation, operation, maintenance, and repair duties. Those certificates and licenses currently certified by the Telecommunications Division for meeting this qualification are:

1. FCC General Radiotelephone Operator License.
2. FCC 1<sup>st</sup> Class or 2<sup>nd</sup> Class Radiotelegraph Operator's Certificate.
3. NABER Two-Way Radio Technician Certificate.
4. APCO Two-Way Radio Technician Certificate.
5. NARTE Technician or Engineer Certificate with Applicable Job Specifications Endorsements(s).
6. DGS, Telecommunications Division, Technician Certification Program.

### **And**

Education: Completion of a two-year technical curriculum in electronic technology at the community college level or equivalent. (Work experience in the field of electronic technology may be substituted for the required education on the basis of one year of experience being equivalent to one year of college.)

### **And**

Possession of a valid California driver's license of the appropriate class issued by the Department of Motor Vehicles. Applicants who do not possess the license will be admitted to the examination, but must secure the license prior to appointment.

## **Telecommunications Technician**

### **Either 1**

One year of experience in the California state service performing the duties of a Telecommunications Technician Trainee.

### **Or 2**

Two years of experience within the last five years in maintaining, repairing, modifying or testing electronic telecommunications equipment, one year of which must have been with VHF, UHF or microwave lightwave telecommunications equipment. (Experience in California state service applied toward this pattern must include one year of experience performing the duties of a class comparable in level of responsibility to that of Telecommunications Technician Trainee.)

### **Senior Telecommunications Technician**

#### **Either 1**

One year of experience in the California state service performing the duties of a Telecommunications Technician.

#### **Or 2**

Three years of experience within the last five years in maintaining, repairing, modifying, and testing electronic telecommunications equipment, at least two years of which shall have been with VHF, UHF or microwave lightwave telecommunications equipment. (Experience in California state service applied toward this pattern must include one year experience performing the duties of a class comparable in level of responsibility to that of Telecommunications Technician.)

## **POSITION DESCRIPTION**

### **Telecommunications Technician**

This is the full journeyman level. Incumbents interpret the laws, rules and regulations of the Federal Communications Commission relating to radio and microwave; they use precision instruments for measuring radio frequencies, power, deviation, modulation and other data required by the Federal Communications Commission and diagnose and repair the most complex problems connected with a wide range of electronic equipment; they may instruct others in operating, repairing, maintaining, constructing and installing telecommunications systems.

### **Senior Telecommunications Technician**

Incumbents are responsible for telecommunications equipment and networks within an assigned geographic shop area or microwave area including lead responsibility over one or more technicians when assigned, and may also act for the area supervisor in his/her absence in scheduling the work requirements of the shop, coordinating the activities with client agencies, leading the work of subordinate technicians when assigned, and providing technical instruction to lower level technicians.

## **EXAMINATION SCOPE**

This examination consists of the following components:

## **Training and Experience Evaluation – Weighted 100% of the final score.**

The examination will consist solely of a **Training and Experience Evaluation**. To obtain a position on the eligible list, a minimum score of 70% must be received. Applicants will receive their score upon completion of the Training and Experience Evaluation process.

In addition to evaluating applicants' relative knowledge, skills, and ability, as demonstrated by quality and breadth of education and/or experience, emphasis in each exam component will be measuring competitively, relative job demands, each applicant's:

### **Knowledge of:**

1. Basic theory of radio communications and electronics.
2. Communications mathematics.
3. Safety procedures applicable to handling electrical energy and electromagnetic wave propagation.

### **Ability to:**

1. Learn and develop the knowledge and abilities required for the journeyman class.

## **Telecommunications Technician**

### **All of the above, and**

### **Knowledge:**

1. Laws, rules, and regulations of the Federal Communications Commission relating to radio and microwave in the public safety service.
2. Microwave and complex multiplex carrier equipment, lightwave, information switching and carrier systems, telephone, automatic switchboards, radio control equipment, and closed circuit television systems.

### **All of the above, and**

### **Ability to:**

1. Interpret the laws, rules and regulations of the Federal Communications Commission relating to radio and microwave in the public safety service.
2. Use precision instruments for measuring radio frequencies, deviation, modulation, and other data required by Federal Communications Commission.
3. Perform tests on equipment and complex electronic circuitry.
4. Instruct others in operating, repairing, maintaining, constructing, and installing telecommunications equipment.

5. Speak clearly and concisely.
6. Analyze situations accurately and take effective action.
7. Carry out written and oral directions.
8. Demonstrate skill in modifying, maintaining, repairing, constructing and installing various types of telecommunications equipment.

### **Senior Telecommunications Technician**

**All of the above, and**

**Knowledge of:**

1. Principles of training.

**All of the above, and**

**Ability to:**

1. Lead and train technicians.
2. Keep records or schematics and make reports of work proposed in, process, or completed.
3. Read plans, clarify work requests and any unusual work needs.
4. Work cooperatively with persons contacted in the course of the work.

### **ELIGIBLE LIST INFORMATION**

A departmental, open eligible list for the **Telecommunications Technician and Senior Telecommunications Technician** classifications will be established for:

#### **California Governor's Office of Emergency Services**

The names of **successful** competitors will be merged onto the eligible list in order of final score regardless of exam date. Eligibility expires **twelve (12) months** after it is established. Applicants must then retake the examination to reestablish eligibility.

Veteran's status is verified by the California Department of Human Resources (CalHR). Information on this program and [the Veterans' Preference Application](#) (Std. form 1093) is available online. Additional information on veteran benefits is available at the Department of Veterans Affairs.

**Career Credits will not be added to the final score for this exam, because it does not meet the requirements to qualify for Career Credits.**

### **EXAMINATION INFORMATION**

[Preview of the Telecommunications Technician and the Senior Telecommunications Technician Training and Experience Evaluation](#)

## PREPARING FOR THE EXAMINATION

Here is a list of suggested resources to have available prior to taking the exam.

**Employment History:** Employment dates, job titles, organization names and addresses, names of supervisors or persons who can verify your job responsibilities, and phone numbers of persons listed above.

**Education:** School names and addresses, degrees earned, dates attended, courses taken (verifiable on a transcript), persons or office who can verify education, and phone numbers of persons or offices listed above.

**Training:** Class titles, certifications received, names of persons who can verify your training, and phone numbers of persons listed above.

## TAKING THE EXAMINATION

Take [the Telecommunications Technician and the Senior Telecommunications Technician examination](#).

## TESTING DEPARTMENTS

California Governor's Office of Emergency Services (Cal OES)

## CONTACT INFORMATION

If you have any questions concerning this examination bulletin, including provision of reasonable accommodation for this testing process, please contact:

California Governor's Office of Emergency Services  
Human Resources  
Christina Harris  
3650 Schriever Avenue  
Mather, CA 95655  
Email: [Examinations@caloes.ca.gov](mailto:Examinations@caloes.ca.gov), or Telephone: (916) 845-8321  
CA Relay Service: (7-1-1)

TTY is a Telecommunications Device for the Deaf, and is reachable only from phones equipped with a TTY Device.

## EQUAL OPPORTUNITY EMPLOYER

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right of family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding, and related medical conditions), and sexual orientation.

## DRUG-FREE STATEMENT

It is an objective of the State of California to achieve a drug-free State work place. Any applicant for State employment will be expected to behave in accordance with this objective, because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

## GENERAL INFORMATION

Examination and/or Employment Application (STD 678) forms are available at the California Department of Human Resources, local offices of the Employment Development Department, and through your [CalCareer Account](#).

If you meet the requirements stated on this examination bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described in this bulletin will be rated against a predetermined job-related rating, and all applicants who pass will be ranked according to their score.

The California Department of Human Resources (CalHR) reserves the right to revise the examination plan to better meet the needs of the service, if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all applicants will be notified.

**General Qualifications:** Applicants must possess essential personal qualifications including integrity, initiative, dependability, good judgement, the ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

**Eligible Lists:** Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on the bulletin.

**High School Equivalence:** Equivalence to completion of the 12<sup>th</sup> grade may be demonstrated in any one of the following ways: 1) passing the General Education Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the competitor is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.