

**STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION**

**COMMUNICATIONS TECHNICIAN
CLASSIFICATION SERIES**

I. INTRODUCTION

A. Purpose Of This Classification Specification

This classification specification is the basic authority under ER 2.04, Wis. Admin. Code, for making classification decisions relative to present and future Communications Technician positions located within the Department of Transportation. Positions allocated to this series perform technical work relating to the design, development, modification, construction, system integration, configuration, installation, diagnosis, maintenance and repair of complex microprocessor and computer-base electronic equipment and communications equipment for public safety agencies. This classification specification is not intended to identify every duty which may be assigned to positions, but is intended to serve as a framework for classification decision making in this occupational area.

Classification decisions must be based on the “best fit” of the duties within the existing classification structure. The “best fit” is determined by the majority (i.e., more than 50%) of the work assigned to and performed by the position when compared to the class concepts and definition of this specification or through other methods of position analysis. Position analysis defines the nature and character of the work through the use of any or all of the following: definition statements; listing of areas of specialization; representative examples of work performed; allocation patterns of representative positions; job evaluation guide charts, standards or factors; statements of inclusion and exclusion; licensure or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification.

B. Inclusions

This series encompasses positions performing technical communications related work within the Department of Transportation. Positions support complex equipment, systems and networks relating to the provisions of enterprise electronic and wireless communication services for public safety agencies including state patrol, natural resources, capital police, and 90 other county and local public safety agencies. These enterprise networks are used on a 24/7 basis by public safety entities. Positions perform technical work relating to the design, development, modification, construction, system integration, configuration, installation, diagnosis, maintenance, and repair of complex microprocessor and computer based electronic equipment and communications equipment.

C. Exclusions

Excluded from this series are the following types of positions:

1. Positions that meet the definitions of confidential, supervisory, or management as identified in s. 111.81(7), (19), and (13) Wis. Stats., and as administered and interpreted by the Wisconsin Employment Relations Commission.

2. Positions that perform, for the majority of time (more than 50%), maintenance work on a variety of electronic equipment, only some of which is related to the state's communication systems and are more appropriately classified as Electronic Technician - Agency.
3. Positions that perform, for the majority of time (more than 50%), installation of electronic equipment in vehicles for public safety agencies, but do not design, develop, modify, or maintain such equipment and are more appropriately classified as Electronic Technician – Agency.
4. Positions that perform, for the majority of time (more than 50%), design, maintenance, installation, or calibration of electronic equipment or supplies associated with chemical breath testing, telemetry data reporting, or traffic signal control and are more appropriately classified as Electronic Technician – Agency.
5. All other positions which are more appropriately identified by other classifications.

D. Entrance and Progression Through this Series

Employees enter this classification series by competitive examination. Progression to the Senior level for specifically identified allocations will occur through reclassification as the employee satisfactorily attains the specified training, education, and experience and performs the full scope of duties identified at the Senior level.

II. DEFINITIONS

COMMUNICATIONS TECHNICIAN

This is entry progressing to developmental level work performed by Communications Technicians. Work is performed under close progressing to limited supervision. Positions perform technical work related to complex communication systems and their components. Positions perform a combination of the following: install, calibrate, configure, flash, program, complete software upgrades, test, diagnose, analyze, maintain, restore, and remove IT, IS, and RF communications equipment, components, and networks. In addition, positions learn to develop, design, construct, modify, and integrate communication systems and networks.

Represented Positions

Statewide Equipment Support These positions are located in the Madison Radio Shop providing equipment support for complex system components which include wireless radios (mobile, portable, vehicular repeater, mobile data computers, docking stations, breakout boxes, RF modems, digital and analog control signaling equipment, and DC power supplies. These positions also install, calibrate, configure, analyze, maintain, restore, and remove specialized enforcement equipment including: radar, laser, and computer velocity detection equipment; remote control video recording equipment; and police emergency warning lighting and siren equipment. Positions may lead the work of Electronic Technician – Agency staff and coordinate the installation of wireless communications equipment and warning equipment in enforcement vehicles. Positions learn to design and interface the mobile systems.

Network Equipment Support These positions are located throughout the state providing equipment support for complex systems including analog and digital microwave, wireless voice communications

systems, mobile data communications networks, PBX-based telecommunications systems, remote alarm and monitoring systems, and wide and local area IS networks. Positions also perform modification, diagnosis, maintenance and repair of communication systems components including computer radio dispatch consoles, wireless radios (base, mobile, portable, vehicular repeater), mobile data computers, RF and wireline modems and CSU's, and specialized electronic equipment such as velocity and motor carrier weight detection equipment, police emergency warning equipment, tower lighting equipment, lightning detection equipment, digital and analog control and signaling equipment, emergency power generation systems, and DC and uninterruptible power supplies. Positions learn to and assist with designing and developing new equipment and systems.

COMMUNICATIONS TECHNICIAN SENIOR

This is objective level work performed under general supervision. Positions perform all the duties identified at the Communications Technician level and in addition demonstrate leadership and advanced technical expertise and training in supporting equipment and systems. Position assist in the coordination of service centers including purchasing, inventory, scheduling, contract management and equipment calibration. Positions at this level design system and interface equipment and modify communication equipment and components for fixed or mobile installations. Positions at this level assist in coordination of complex networks or statewide installation programs.

Representative Positions

Statewide Equipment Support These positions perform all work as identified at the Communications Technician, Statewide Equipment Support, level and in addition perform the most complex design and configuration work. Positions at this level diagnose and resolve the most complex problems and issues insuring that components work independently and on an integrated system. Positions work with suppliers to insure products meet our needs.

Network Equipment Support These positions perform all the work identified at the Communications Technician, Network Equipment Support, level and in addition perform the most complex design and integration work. Positions at this level diagnose and resolve the most complex problems and system integration issues. Positions may be statewide experts on one or more components or systems.

III QUALIFICATIONS

The qualifications required for these positions will be determined at the time of recruitment. Such determinations will be made based on an analysis of the goals and worker activities performed and by an identification of the education, training, work or other life experience which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.

IV ADMINISTRATIVE INFORMATION

This classification series was modified effective May 18, 2003 and announced in Bulletin MRS-SC-156. Positions in this classification series perform technical communications work at the Department of Transportation. The creation of this classification resulted from a survey of the positions. This action resulted in the abolishment of the Communication Technician 1, 2, 3, and 4 classifications.