

Citizens Mutual Telephone Cooperative

Position Description

POSITION TITLE: Engineering Technician	UPDATED: December 2022
DEPARTMENT: Operations	SUPERVISOR: Operations Manager
STATUS: Hourly, Non-Union	APPROVED BY:

I. GENERAL SUMMARY

Assists the Operations Manager and Construction Lead with engineering functions to expand the fiber network to unserved and underserved locations. Areas of involvement include route selection, fiber sizing, assigning fiber counts, field staking, construction supervision/inspection and mapping. Work is predominantly in Wapello and Davis County, Iowa. Job location is in Bloomfield, IA.

II. ESSENTIAL DUTIES AND RESPONSIBILITIES

- Lay out fiber design, including splicing assignments and drawings, in a GIS mapping/CAD systems
- Gather field measurements and notes for detailed engineering design
- Complete local and state construction permits
- Develop engineering specifications, construction drawings and/or construction contracts
- Perform routine inspections and construction management of Outside Plant (OSP) construction
- Coordinate with internal and external construction resources
- Provide required project status updates
- Complete assigned projects within defined scope and schedule
- Display an ongoing positive commitment to learning and self-improvement; desiring and trying to acquire new knowledge or skills for work
- Take personal responsibility for the quality and timeliness of work and achieve results with good fiscal policy
- Satisfactorily complete any additional training required by and related to this position

III. KNOWLEDGE, SKILLS AND ABILITIES

- Understanding of telecommunications industry such as fiber design, construction, project management, permitting, etc.
- Ability to read, understand, and modify engineering drawings
- Basic computer software knowledge to include Microsoft Office
- Ability to prioritize projects
- Ability to make sound technical decisions
- Skill in problem solving and resolution
- Knowledge of company products and services
- Ability to communicate with co-workers, customers and various business contacts in a professional and courteous manner
- Ability to work independently and make sound technical decisions using information at hand
- Ability to effectively function as a team player
- Ability to maintain positive attitude
- Ability to organize and prioritize multiple work assignments

- Ability to read and interpret technical documents
- Must have a valid driver's license and be insurable by insurance carrier

IV. EDUCATION AND EXPERIENCE

- Preferred – Two-year degree or higher in engineering technology program, or equivalent
- Preferred – Two years of OSP engineering/field experience

V. WAGES AND BENEFITS

- Competitive wages commensurate with experience
 - Minimum starting wages between \$20-\$25 per hour
- Generous time-off benefits, including Personal Time, Sick, PTO, and Holidays
- Excellent medical, dental, vision, and life insurance benefits
- 401K and pension plans with generous company contribution match