Definition of Class
This is a non-supervisory position in which the incumbent performs technical duties involved in the maintenance of University telephones, wiring, and related equipment. Some judgment is required when repairing Telecommunications equipment and maintaining necessary records. Work is reviewed daily by supervisor.

Examples of Work Performed
Establishes voice and data networks by running, pulling, terminating, and splicing cables; installing telecommunications equipment, routers, switches, Wireless Access points, multiplexors, cable trays; and following industry standards.

Performs technical duties involved in the routine maintenance of University telephones, Cable TV, Networking and Wireless Access Points.; refers complex technical problems to other technical personnel.

Maintains inventory records of all University equipment used on work orders.

Assists with aerial and underground cable installation and splicing between poles and/or buildings when needed.

Distinguishes color of wires while on jobsites for installation or repair.

Performs related duties as required.

Essential Functions
These essential functions include, but are not limited to, the following. Additional essential functions may be identified and included by the hiring Department.

1. Performs technical duties involved in the maintenance of University telephones such as inspecting telephones, replacing parts, and making repairs.
2. Investigates telephone problems and assists faculty and staff in resolving problems with telephone equipment.
3. Participates in underground and aerial cable installation.
4. Maintains inventory and records.

Minimum Qualifications
These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to the University of Mississippi's Department of Human Resources in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.
Physical Requirements: These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements.

Physical Exertion: The incumbent may be required to lift up to approximately 100 pounds.

Vision: Requirements of this job include close vision and color vision.

Speaking/Hearing: Ability to give and receive information through speaking and listening.

Motor Coordination: While performing the duties of this job, the incumbent is regularly required to stand. The incumbent is frequently required to walk; use hands to finger, handle or feel objects, tools, or controls; stoop, kneel, crouch or crawl; and reach with hands and arms. The incumbent is occasionally required to sit, climb or balance; and taste or smell.

Experience/Educational Requirements:

Education:
High School Diploma or equivalent (GED).

AND

Experience:
One (1) year of experience related to the above described duties and/or completion of apprenticeship program.

AND

Licensure:
Must have a valid Mississippi Driver’s License or the ability to acquire upon employment.

Background Check Requirements
This position requires a background check upon hire.

Interview Requirements
Any candidate who is called for an interview must notify the Department of Human Resources in writing of any reasonable accommodation needed prior to the date of the interview.

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