Telecommunications Supervisor - Outside Plant

**Definition of Class**
This is a supervisory position in which the incumbent is responsible for engineering, designing, and installing outside cable plant and inside building networks to provide telecommunication services to departments. Incumbent works under the general supervision of the Associate Director for Telecommunications.

**Examples of Work Performed**
Determines immediate and future needs of outside cable as to size and class of service to be provided.

Reviews location sites for proposed routes for cabling.

Contacts other utility companies needed to obtain locations of existing service in the area and discusses future plans for service.

Engineers the proposed route for time allotted and all materials needed to complete the cable job. Contacts outside contractors for jobs as needed, oversees project and inspects upon completion.

Installs and tests all cabling and terminations.

Purchases all materials needed for installation and testing.

Obtains floor plans and relevant information on buildings.

Maintains equipment inventory and tests equipment as needed.

Performs related or similar duties as required or assigned.

**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. Designs, engineers, installs, maintains, repairs and replaces all outside cable-plant and building networks associated with the operation of the University's telecommunications system.

2. Coordinates the installation of University telephones and equipment to cables and lines supplied by outside vendors.

3. Consults with University staff concerning telephone service.

4. Maintains interface with professionals in the telecommunications industry and maintains current manuals and information on the industry.

**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 frequently required to use hands to finger, handle or feel objects, tools, or controls. The incumbent is occasionally required to stand, sit or walk; reach with hands and arms; and to stoop, kneel, crouch or crawl; and to climb or balance.

Experience/Educational Requirements:

   Education: Graduation from a standard four-year high school or equivalent (GED).

   AND

   Experience: Two (2) years experience related to the above described duties.

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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