



Department of Human Resources &  
Civil Service

7 Court Street  
County Office Building, Rm 216  
Belmont, New York 14813  
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## **PROVISIONAL OPENING FOR** **Radio Technician**

There is a provisional\*\* opening in the Allegany County Sheriff's Department for a  
Radio Technician

Salary Range: \$21.3487 - \$26.6893 /hour

This work involves responsibility for performance of technical work to insure proper functioning of the County Emergency Management & Fire, Sheriff's Department, and Public Works Department radio systems, as well as some other systems which interface with them. The work is carried out in accordance with established safe and accepted procedures for technical installation, maintenance, repair methods, and other procedures related to the trade. It involves the installation, monitoring, preventive maintenance, and repair of a variety of both mobile and fixed radio equipment used by various departments of the County. Work is performed under the general direction of the 911 Administrator or appropriate Sheriff's Office supervisor, but with wide leeway and considerable independence allowed for the carrying out the technical aspects of the work. Does related work as required.

### **Significant Accountabilities and Responsibilities:**

Provides effective radio repair and maintenance of the County radio system and other radio systems which interface with them, and/or technical support to entities utilizing the County radio system; Interacts with staff, outside vendors, and the general public in a professional manner;

Analyzes issues relating radio communications and recommends a course of action;

Establishes procedure for and tracks repairs and maintenance of the County radio system;

Researches and responds to questions concerning County radio system issues;

Facilitates interagency cooperation and understanding regarding the County radio system;

Assists with the establishment and maintenance of a database for tracking repairs and maintenance of the County radio system.

This description is a representative summary of the major responsibilities and accountabilities performed by incumbents in this job title. Any one position may not involve all of the specified duties nor are the listed examples exhaustive. Incumbents may be requested to perform related tasks other than those stated herein.

### **Minimum Qualifications:**

Graduation for a regionally accredited or New York State registered college or university with an Associate's degree or higher in Electronics or Electrical Technology **and** four (4) years full-time paid experience which includes **both** maintenance & repair **and** installation of radio transmitting and receiving equipment, electronic communications equipment, and/or telecommunications equipment which involved ascending and descending radio towers.

**Special Requirement:**

- A. Possession of an appropriate level valid driver's license is required at time of application and must be maintained throughout the time of service in this classification.
- B. Possession of appropriate FCC license **or** one or more of the following: Association of Public Safety Communications Officials (APSCO) Radio Technician Certification; Electronic Technicians Association (ETA) Certified Electronic Technician Certification; National Association of Business and Educational Radio (NABER) Certification is required at time of application and must be maintained throughout the time of service in this classification.

\*\*Provisional candidate must pass the examination for this position and be ranked among the top three (3) candidates and receive an offer of employment for this position.

**\*\* Residency -Candidates must be residents of Allegany County or a contiguous county for at least one month prior to the date of exam.**

Interested candidates may submit a complete Civil Service application to the Human Resource/Civil Service Department. There is no fee at this time.

**ALLEGANY COUNTY CIVIL SERVICE DEPARTMENT**